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REPORT
OF THE
Receipts and Expenditures
OF THE
Town of Middleton
FOR THE
Year Ending December 31, 1961



The Mirror Press — Danvers, Mass.

1962

121



Flint Public Library

Middleton, Mass.



Rare Book Collection

Town Meeting Warrant

The Commonwealth of Massachusetts

Essex, ss. To either of the Constables of the Town of Middleton in the County of Essex:

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Howe/Manning School Auditorium in said Middleton on Tuesday the Thirteenth day of March next, at eight o'clock in the afternoon, then and there to act on the following articles:

ARTICLE 1. To hear and act on Committee Reports.

ARTICLE 2. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of the revenue of the financial year beginning January 1, 1962, and to issue a note or notes therefor payable within one year, and to renew such note or notes as may be given for a period of less than one year, in accordance with Chapter 44, Section 17 of the General Laws.

ARTICLE 3. To fix the compensation of elected officers, provide for a Reserve Fund, and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, for the ensuing year.

ARTICLE 4. To see if the Town will authorize the Board of Assessors to use \$12,000.00 from available funds to reduce the tax rate.

ARTICLE 5. On petition of the Electric Light Commissioners, to see if the Town will vote to transfer the sum of \$7,650.00 from the Maintenance and Expenses Fund of the Municipal Light Department to the General Fund of the Town, said sum to be used for the reduction of taxes.

ARTICLE 6. On petition of the Fire Chief, to see if the Town will raise and appropriate the sum of \$8,284.50 to supplement the Fire Department budget, to employ three (3) permanent men, working 56-hour shifts, providing 24-hour coverage.

ARTICLE 7. On petition of the Fire Chief, to see if the Town will vote to accept the provisions of Chapter 48, Sections 42, 43 and 44 of the General Laws of Massachusetts, Ter. Ed.

ARTICLE 8. On petition of the Water Commissioners, to see if the Town will accept Chapter 40, Section 42G, 42H and 42I of the General Laws of the Commonwealth of Massachusetts, relative to the levy of a special assessment to meet the whole or part of the cost thereafter incurred of laying pipes for the conveyance or distribution of water to its inhabitants.

ARTICLE 9. To see if the Town will vote to authorize the present School Building Committee, created by Article 3 of the Special Town Meeting of June 20, 1961, to raise and appropriate the sum of \$5,000.00 for the purpose of defraying costs for preliminary planning and the engaging of an architect for a ten-classroom elementary school with core facilities for expansion to twenty rooms, and to do any other acts or take any other action necessary and proper.

ARTICLE 10. To see if the Town will vote to accept Public Law 560, 83rd Congress, as amended, and that the Board of Water Commissioners be authorized to enter into negotiations with the Administrator of the Housing and Finance Agency to apply for Federal funds and that the Board of Water Commissioners be authorized to expend the same for surveys, plans and reports with estimates of cost of a Town Water System, in all its various phases, with the understanding that the Town will reimburse the Federal Government for that part of the cost of the surveys allocated to a particular water project, if and when that particular water project is subsequently voted by the Town, said survey to be made by an engineer approved by the Administrator; and that the Town authorizes the Treasurer, with the approval of the Selectmen, to borrow from the United States Government under the terms of Public Law 560, as amended, for the purpose of making said survey for the Town of Middleton, Massachusetts.

ARTICLE 11. To see if the Town will vote to raise and appropriate, or transfer from unappropriated available funds in the treasury, a sum not exceeding \$25,000 for the purpose of providing the Town's share of the cost of the Regional District School Committee to pay for an architect, or other professional services, to draw plans and specifications for a regional junior high school to be erected on land already owned by the Regional School District, in accordance with the original agreement with the Towns of Boxford and Topsfield establishing the Regional School District, as amended by vote of the member towns in 1961, and to direct the Town Treasurer to pay over said sum to the Regional District School Committee to be used only in conjunction with funds appropriated by the other two member towns for this purpose.

ARTICLE 12. To see if the Town will vote to establish the charges of the Wire Inspector for permits as follows: Temporary Service, 5 months, \$1.00; Extension, 2 months, \$1.00; Oil Burner permit, \$1.00; one to six outlets, \$.75; over six Outlets, \$1.50; said sums to be collected by the Wire Inspector and to be paid to the Town Treasurer.

ARTICLE 13. On petition of the Highway Surveyor to see if the Town will vote to raise and appropriate the sum of \$4,500.00 to be expended for the purchase of a new International Dump Truck, in accordance with specifications set forth by the Highway Surveyor; \$1,000 to be taken from Road Machinery Fund and \$3,500 to be raised by taxation, or any other action thereto.

ARTICLE 14. On petition of Donald H. Hall and others, to see if the Town will vote to appropriate and expend the sum of \$500.00 for the purpose of numbering the street lots in the Town.

ARTICLE 15. On petition of Clarence Osgood, Jr. and others, to see if the Town will vote to amend the By-laws as adopted March 15, 1959, by striking out Part Two — Prudential Affairs and Internal Police, I, Paragraph (2), and substituting therefor: "No person shall fire or discharge any firearms or explosives of any kind within the limits of any highway, park or other public property except with the permission of the Board of Selectmen; or on any private property, except with the consent of the owner or legal occupant thereof; provided, however, that this by-law shall not apply to the lawful defense of life or property, nor to any law enforcement officer acting in the discharge of his duties."

ARTICLE 16. On petition of Richard J. Nally, Jr. and Franklin P. Pomroy, and others, to see if the Town will vote to put out for bid the total amount of gasoline and oil used on a yearly basis for vehicle and equipment. The gasoline delivered may be regularly and continually sampled and a minimum rating of 90 Octane maintained. Parts thereof may be sampled by State Inspectors, or as the Selectmen may elect. Samples shall be collected, prepared and analyzed by representatives of the Town, in accordance with methods adopted by the American Society for Testing Materials. Bidders shall enclose Approximate Typical Specification Data of the products they plan to furnish under this proposal. All products are to meet the specification of the U. S. Bureau of Standards.

ARTICLE 17. On petition of Stanley W. Klosowski and others, to see if the Town will vote to authorize the Town Moderator to appoint a Committee of five citizens of the Town of Middleton to investigate the advisability of adopting the Town Manager form of government. The committee shall be composed of the Town Clerk and four other citizens. This committee shall bring in a recommended town charter for action at the next Annual Town Meeting.

ARTICLE 18. To see if the Town will vote to discontinue the general distribution of Town Reports from door to door, and to make the same available at the office of the Town Clerk, Tax Collector and Selectmen's Office upon request of a citizen of the Town, or take any other action thereto.

ARTICLE 19. To see if the Town will vote to accept the provisions of Chapter 40, Section 8C of the General Laws, Ter. Ed., by establishing a Conservation Commission for the promotion and development of natural resources, and for the protection of watershed resources. Said commission to consist of three members appointed by the Selectmen; the terms of the respective members to be 1, 2 and 3 years, and their successors to be appointed for a term of three years respectively, or to take any other action thereto.

ARTICLE 20. To see if the Town will vote to accept the provisions of Chapter 40, Section 8A of the General Laws, Ter. Ed. and establish a Development and Industrial Commission for the promotion and development of the industrial resources of the Town. Said commission to consist of five members to be appointed by the Selectmen; the terms of the members of the Commission to be so arranged that one member's term expires each year and the successor to be appointed for a term of five years, or take any other action thereto.

ARTICLE 21. On petition of the Board of Selectmen to see if the Town will vote to amend the By-laws, Part Two, entitled, Prudential Affairs and Internal Police, by adding the following section: "IV — Gas Inspector — The Selectmen shall on May 1st of each year appoint an Inspector of Gas Pipes and Gas Appliances in building, whose duties shall be the enforcement of rules and regulations established by the Board of Health," or take any other action thereto.

ARTICLE 22. On petition of the Board of Selectmen to see if the Town will vote to appropriate the sum of \$100.00 for the salary and \$100.00 for expenses (Total \$200.00) for the Plumbing and Gas Inspector, or take any other action in relation thereto.

To transact any other business that may lawfully come before this meeting.

You are hereby ordered to notify and warn said qualified voters to meet at the Town Hall on Monday, March 19 next for the following purposes, viz: To choose by ballot the following Town Officers for the ensuing year: Moderator, Town Clerk, one Selectman for three years, one Assessor for three years, Highway Surveyor, Tree Warden, Constable for three years, Treasurer for three years, Superintendent of Burials, one Cemetery Commissioner for three years, one Electric Light Commissioner for three years, two Members of the School Committee for three years, one Member of the School Committee for one year, one Member of the Masconomet Regional School Committee for three years, two Trustees of Flint Public Library for three years, one Trustee of Flint Public Library for one year, one Member of the Board of Water and Sewer Commissioners for three years, one Member of the Board of Public Welfare for three years, one Member of the Planning Board for five years, Tax Collector.

The Polls will be open at 7:00 A.M. and shall be closed at 7:00 P.M.

And you are directed to serve this Warrant, by posting up attested copies thereof at Memorial Hall, Post Office, and Store at Howe's Station in said Town, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this sixth day of February in the year of our Lord, One thousand nine hundred and sixty-two.

A true copy. Attest:

JAMES W. WENTWORTH, Constable

WILBUR C. RUNDLETT, JR., Chairman
ROBERT GOWEN, Clerk
FRANK T. LeCOLST

Selectmen of Middleton

Annual Report

for the

Town of Middleton

Massachusetts

1961



In Memoriam

FREDERICK PERRY DANIELS

1918-1961

Board of Appeals

1956-1961

WILLIAM THOMAS MARTIN

1883-1961

| | |
|-------------------------|-----------|
| Treasurer | 1917 |
| School Committee | 1927 |
| Library Trustee | 1944-1961 |
| Selective Service Board | 1951-1961 |
| Board of Appeals | 1948-1956 |
| Finance Committee | 1944-1945 |

WALTER HAZEN MILBERY

1893-1961

| | |
|-----------------|-----------|
| Chief of Police | 1941-1946 |
| Constable | 1941-1946 |

GEORGE BENJAMIN OGDEN

1892-1961

| | |
|--------------------|-----------|
| Moderator | 1923-1942 |
| Selectman | 1928-1932 |
| | 1934-1938 |
| | 1943-1949 |
| Water Commissioner | 1925-1926 |

CLARENCE EDWARD RICHARDSON

1901-1961

| | |
|-----------------------|-----------|
| Cemetery Commissioner | 1944-1950 |
|-----------------------|-----------|

WILLIAM HENRY SANBORN

1887-1961

| | |
|-------------------------------|-----------|
| Board of Appeals | 1948-1961 |
| Library Trustee | 1933-1961 |
| Trustee of B. F. Emerson Fund | 1939-1961 |
| Board of Fire Engineers | 1934-1940 |

Town Officers Elected 1961

Moderator

Daniel J. Donovan

Town Clerk

William T. Martin, Jr.

Selectmen and Board of Health

Wilbur C. Rundlett, Jr., Chairman (1962)

Robert G. Gowen (1963)

Frank T. LeColst (1964)

Board of Public Welfare

Leslie E. Merrifield, Chairman (1962)

Roger M. Peabody (1963)

Leyland A. Phillips (1964)

Board of Assessors

Paul B. Wake, Chairman (1963)

Wilbur A. Witham (1962)

Ernest F. LeBeau (1964)

Treasurer

Edward H. Leary (1962)

Tax Collector

Harold E. Tyler

Highway Surveyor

Allan G. Marshall

Constable

James W. Wentworth

School Committee

Rosamond L. Bastable, Chairman (1964)

Norman Nathan (1964)

David V. Harding (1963)

A. Chandler Hadley (1962)

Robert S. Brown (1962)

Electric Light Commissioners

J. Lansing English, Chairman (1962)
John Muzichuk (1963) Frank E. Dow (1964)

Cemetery Commissioners

Michael Lavorgna, Chairman (1964)
Lawrence E. Tinkham, Jr. (1962) Edward Richardson (1963)

Superintendent of Burials

Charles W. Baker

Tree Warden

James Donovan

Planning Board

Louis A. Barrett, Chairman (1964)
Henry N. Sawyer (1966) R. Lionel Barrows (1962)
Frank A. Connor, Jr. (1965) Gilbert E. Sanders (1963)

Trustees Flint Public Library

William H. Sanborn, Chairman (1963)
Harold A. Whipple (1962) Paul B. Wake (1962)
Willis W. Esty (1964) Elmer O. Campbell, Jr. (1964)
Carl C. Jones (1963)

Water Commissioners

Benjamin K. Richardson, Chairman (1963)
Roger M. Peabody (1964) George W. Nash (1962)

Masconomet Regional School Committee

Richard Cressey (1963) Richard E. Quinn (1962)
David V. Harding (1962)

Town Officers (Appointed) 1961

Registrars of Voters

Lloyd H. Getchell, Chairman (1963)
Max J. Breau, Jr. (1962) Arthur F. Bastable, Jr. (1964)
William T. Martin, Jr., Clerk (Ex-Officio)

Zoning Appeal Board

Beaumont B. Hurd, Chairman (1965)

Nathan Hayward (1964)

Thomas F. Black (1966)

Roy J. Schneider (1962)

Walter E. Clinton (1963)

Donald A. Aylward, Alternate

Thomas F. Dolan, Alternate

Finance Committee

John R. Wallen, Chairman (1963)

Hazen M. Richardson (1961)

Richard J. Fitzpatrick (1962)

Stanley Klosowski (1964)

Laura M. Dansereau (1963)

Chief of Police

James W. Wentworth

Sealer of Weights and Measures

Joseph F. Begg

Inspector of Animals

Joseph F. Begg

Inspector of Slaughtering

Joseph F. Begg

Town Accountant

Elmer O. Campbell (1963)

Forest Fire Warden

Harold F. Purdy

Chief of Fire Department

Harold F. Purdy

Superintendent of Cemeteries

Charles W. Baker

Moth Superintendent

James Donovan

Custodian of Town Hall

James H. Ogden

Electric Light Manager

Willis W. Esty

Town Counsel
Daniel J. Donovan

Welfare Agent
Phyllis R. Brown

Building Inspector
Wilbur C. Rundlett, Jr.

Wire Inspector
John W. Milbery

Veterans Agent
James H. Ogden

Health Agent
Leland A. Phillips
Mary M. Wilson, Asst.

Park Superintendent
Allan G. Marshall

Dog Officer
James W. Wentworth

Civil Defense Agent
Arthur G. Doane

Custodian Memorial Hall
Alfred H. Kitchin

TRUSTEES

B. F. Emerson Fund

Naumkeag Trust Company, Salem, Mass.
Elmer O. Campbell, Jr. William H. Sanborn
Paul B. Wake

Mansfield Fund

Old Colony Trust Company, Boston, Mass.

David Cummings Fund
Board of Public Welfare

Annual Report

of the

Town Accountant

1961

RECEIPTS AND EXPENDITURES

Year Ending Dec. 31, 1961

RECEIPTS

GENERAL REVENUE

TAXES:**CURRENT YEAR**

| | |
|--------------------|---------------|
| Property | \$ 430,148.11 |
| Poll | 1,662.00 |
| Farm Animal Excise | 247.03 |
| Lieu of Taxes | 4,030.52 |

PREVIOUS YEARS

| | |
|----------------------|-----------|
| Property | 21,689.62 |
| Poll | 70.00 |
| Farm Animal Excise | 17.37 |
| Tax Title Redemption | 2,081.53 |

FROM THE STATE

| | | |
|-----------------|-----------|------------|
| Income | | |
| Valuation Basis | 5,467.90 | |
| Education Basis | 57,235.13 | |
| Corporation | 16,977.80 | 539,627.01 |

LICENSES AND PERMITS:

| | | |
|---------------------|----------|----------|
| Alcoholic Beverages | 4,150.00 | |
| All other | 1,071.50 | |
| Building | 147.00 | 5,368.50 |

FINES:

| | | |
|----------------|-------|-------|
| District Court | 40.00 | 40.00 |
|----------------|-------|-------|

GRANTS AND GIFTS:**FROM FEDERAL GOVERNMENT**

| | | |
|------------------------|-----------|-----------|
| Old Age Assistance | 18,301.60 | |
| Medical Aid for Aged | 12,650.16 | |
| Aid Dependent Children | 4,295.07 | |
| Disability Assistance | 1,116.20 | |
| School Lunches | 5,096.97 | |
| Other School Purposes | 2,337.00 | 43,797.00 |

FROM STATE

| | | |
|-----------------------|----------|-----------|
| Meal Tax | 1,618.32 | |
| Vocational Education | 365.70 | |
| School Transportation | 6,880.00 | |
| School Building Aid | 9,970.03 | |
| School Superintendent | 6,666.66 | |
| Highway (Chapter 81) | 7,002.31 | |
| Inspector of Animals | 100.00 | |
| Library | 780.78 | 33,383.80 |

FROM COUNTY

| | | |
|--------------|--------|--------|
| Dog Licenses | 654.15 | 654.15 |
|--------------|--------|--------|

ALL OTHER GENERAL REVENUE

| | | |
|------------------------------|--------|--------|
| Sale Tax Possession Property | 183.99 | 183.99 |
|------------------------------|--------|--------|

PRIVILEGES

| | | |
|--------------------------|-----------|-----------|
| Motor Vehicle Excise Tax | 59,421.11 | 59,421.11 |
|--------------------------|-----------|-----------|

DEPARTMENTAL GENERAL GOVERNMENT

EXECUTIVE:

| | | |
|-----------|-------|--|
| Selectmen | 64.00 | |
|-----------|-------|--|

FINANCIAL:

| | | |
|-----------|-------|--|
| Treasurer | 15.08 | |
|-----------|-------|--|

OTHER DEPARTMENTS:

| | | |
|------------------|--------|--|
| Clerk | 1.00 | |
| Board of Appeals | 194.00 | |

MUNICIPAL BUILDINGS:

| | | |
|---------------|----------|----------|
| Memorial Hall | 1,020.00 | 1,294.08 |
|---------------|----------|----------|

PUBLIC SAFETY:

| | | |
|--------------------------------|--------|--------|
| Police Ambulance | 115.00 | |
| Sealing of Weight and Measures | 56.00 | |
| Dog Officer | 190.00 | 361.00 |

HEALTH AND SANITATION:

| | | |
|----------------------|-------|-------|
| Tuberculosis Subsidy | 86.43 | 86.43 |
|----------------------|-------|-------|

HIGHWAYS:

| | | |
|----------------------------|----------|-----------|
| Chapter 90 Maintenance | 2,000.00 | |
| Chapter 90 Construction | 6,821.30 | |
| Snow and Sanding | 746.00 | |
| Truck and Machinery Rental | 5,031.50 | |
| Sander | 610.00 | |
| Oak Road Special | 400.00 | 15,608.80 |

CHARITIES:**GENERAL RELIEF**

| | | |
|-----------------------|----------|----------|
| From Cities and Towns | 1,452.18 | |
| From State | 499.65 | 1,951.83 |

OLD AGE ASSISTANCE

| | | |
|-----------------------|----------|-----------|
| From Individuals | 3,637.22 | |
| From Cities and Towns | 775.86 | |
| From State | 6,165.96 | 10,579.14 |

AID DEPENDENT CHILDREN

| | | |
|------------------|----------|----------|
| From Individuals | 596.95 | |
| From State | 3,207.92 | 3,804.87 |

MEDICAL AID FOR AGED

| | | |
|------------------|----------|----------|
| From Individuals | 130.10 | |
| From State | 7,448.61 | 7,578.71 |

DISABILITY ASSISTANCE

| | | |
|------------|--------|--------|
| From State | 870.22 | 870.22 |
|------------|--------|--------|

SCHOOLS:

| | | |
|----------------------|-----------|-----------|
| Tuition | 520.94 | |
| Hall Rental | 60.00 | |
| Insurance (Burglary) | 297.62 | |
| Supplies | .95 | |
| Lunches | 12,819.52 | 13,699.03 |

PUBLIC SERVICE ENTERPRISES:

ELECTRIC DEPARTMENT

| | | |
|-------------------------|------------|------------|
| Sale of Light and Power | 213,564.93 | |
| Miscellaneous | 1,915.82 | 215,480.75 |

CEMETERIES:

| | | |
|-------------------------|----------|----------|
| Sale of Lots and Graves | 390.00 | |
| Opening Graves | 1,560.00 | |
| Care of Endowed Lots | 1,564.44 | |
| Recording Deeds | 12.00 | 3,526.44 |

INTEREST:

| | | |
|-------------------|----------|----------|
| On Deposits | 105.17 | |
| On Deferred Taxes | 1,473.61 | |
| Mansfield Fund | 2,035.00 | 3,613.78 |

MUNICIPAL INDEBTEDNESS:

| | | |
|---------------------------|-----------|-----------|
| Anticipation Revenue Loan | 60,000.00 | 60,000.00 |
|---------------------------|-----------|-----------|

AGENCY, TRUST AND INVESTMENT

| | | |
|---------------------------|-----------|-----------|
| Beverage License | 10.00 | |
| Dog Licenses | 799.75 | |
| Perpetual Care Fund | 760.00 | |
| Withholding Taxes State | 2,123.98 | |
| Withholding Taxes Federal | 30,705.51 | |
| Mass. Hospital Service | 3,073.36 | |
| Retirement Fund | 4,290.49 | |
| Group Insurance | 529.76 | |
| Meter Deposits | 2,510.00 | 44,802.85 |

REFUNDS:

| | | |
|---------------------|----------|----------|
| General Departments | 20.23 | |
| Insurance | 1,460.30 | 1,480.53 |

TRANSFERS:

| | | |
|----------------------------|-----------|---------------------|
| Electric Depreciation Fund | 10,129.51 | 10,129.51 |
| Total Receipts | | 1,077,343.73 |
| Cash Balance Jan. 1, 1961 | | 142,070.81 |
| | | <u>1,219,414.54</u> |

EXPENDITURES

GENERAL GOVERNMENT

MODERATOR

| | | |
|--------|-------|-------|
| Salary | 50.00 | 50.00 |
|--------|-------|-------|

FINANCE COMMITTEE

| | | |
|----------|-------|-------|
| Expenses | 45.00 | 45.00 |
|----------|-------|-------|

SELECTMEN

| | | |
|-----------------------|----------|----------|
| Salaries | 1,500.00 | |
| Expenses | | |
| Clerk | 450.00 | |
| Supplies and Printing | 127.74 | |
| Advertisement | 102.00 | |
| Postage | 57.50 | |
| Association Dues | 34.00 | |
| Other Expenses | 120.00 | |
| | 891.24 | 2,301.24 |

ACCOUNTANT

| | | |
|------------------|----------|----------|
| Salary | 1,600.00 | |
| Expenses | 125.00 | |
| Office Equipment | 500.00 | |
| | 625.00 | 2,225.00 |

TREASURER

| | | |
|----------------------|----------|----------|
| Salary | 1,600.00 | |
| Expenses | | |
| Supplies | 157.89 | |
| Postage | 105.60 | |
| Mileage and Expenses | 90.00 | |
| Clerical Assistance | 400.00 | |
| Bank Charges | 20.00 | |
| Association Dues | 5.00 | |
| Certifying Notes | 2.00 | |
| Office Equipment | 362.62 | |
| Tax Title Expenses | 1,361.95 | |
| | 2,505.06 | 4,105.06 |

TAX COLLECTOR

| | | | |
|---------------------|----------|----------|----------|
| Salary | 2,000.00 | | |
| Clerk | 840.00 | 2,840.00 | |
| Expenses | | | |
| Supplies | 394.72 | | |
| Postage | 195.80 | | |
| Deputy Collector | 105.50 | | |
| Mileage - Telephone | 115.53 | | |
| Association Dues | 5.00 | | |
| Office Expenses | 35.69 | | |
| Tax Takings | 64.00 | 916.24 | 3,756.24 |

ASSESSORS

| | | | |
|-------------------------|----------|----------|----------|
| Salaries | | 1,800.00 | |
| Expenses | | | |
| Suplies and Postage | 517.65 | | |
| Abstracts | 129.62 | | |
| Mileage - Expenses | 83.00 | | |
| Clerical Services | 587.50 | | |
| Office Expenses | 89.87 | | |
| Association Dues | 12.00 | | |
| Office Equipment | 244.42 | | |
| Revaluation | 2,350.00 | | |
| Printing Valuation Book | 270.00 | 4,284.06 | 6,084.06 |

COUNSEL

| | | | |
|----------|----------|----------|--|
| Salary | 1,000.00 | | |
| Expenses | 108.00 | 1,108.00 | |

TOWN CLERK

| | | | |
|---------------------|--------|--------|----------|
| Salary | 700.00 | | |
| Expenses | | | |
| Supplies | 191.98 | | |
| Telephone - Postage | 147.46 | | |
| Association Dues | 7.50 | | |
| Recording Deeds | 12.00 | 358.94 | 1,058.94 |

ELECTIONS AND REGISTRATIONS

| | | | |
|-----------------------|--------|--------|----------|
| Salaries | | 200.00 | |
| Expenses | | | |
| Listing | 307.00 | | |
| Election Officers | 297.50 | | |
| Printing and Supplies | 102.65 | | |
| Lunches | 33.01 | | |
| Janitor - School Hall | 34.00 | 837.16 | 1,037.16 |
| | | | |

PLANNING BOARD

| | | | |
|----------------------|-------|--------|--------|
| Expenses | | | |
| Clerk | 55.00 | | |
| Advertisements | 10.00 | | |
| Services - Engineers | 15.00 | | |
| Supplies | 27.50 | | |
| Association Dues | 10.00 | 117.50 | 117.50 |
| | | | |

TOWN HALL

| | | | |
|----------------|--------|--------|----------|
| Salary | | 480.00 | |
| Expenses | | | |
| Supplies | 55.00 | | |
| Repairs | 121.77 | | |
| Fuel and Light | 592.11 | 733.99 | 1,213.99 |
| | | | |

MEMORIAL HALL

| | | | |
|----------------|----------|----------|----------|
| Salary | | 480.00 | |
| Expenses | | | |
| Fuel and Light | 1,761.31 | | |
| Supplies | 95.68 | | |
| Telephone | 93.95 | | |
| Repairs | 542.25 | 2,493.19 | 2,973.19 |
| | | | |

Total General Government Expenditures 26,164.38

PUBLIC SAFETY

CONSTABLE

| | | |
|--------|-------|-------|
| Salary | 35.00 | 35.00 |
|--------|-------|-------|

POLICE DEPARTMENT

Salarier and Wages

| | |
|--------------------|----------|
| James W. Wentworth | 5,720.00 |
| Lloyd H. Getchell | 1,965.25 |
| Harold Moore | 1,230.00 |
| Arthur Doane | 354.00 |
| Robert Hurd | 216.00 |
| Robert Peachey | 118.50 |
| Norman Welch | 94.50 |
| George Nash | 10.50 |
| Willam Pennock | 10.50 |
| Harold Purdy | 3.00 |
| Edward Richardson | 3.00 |
| Harvey Sutherland | 3.00 |
| Matron | 21.00 |

Expenses

| | | | |
|---------------------------|----------|----------|-----------|
| Car and Radio Maintenance | 2,026.83 | | |
| Office Expenses | 501.56 | | |
| Supplies | 24.03 | | |
| Equipment | 224.65 | | |
| Dues and Expenses | 10.00 | | |
| Cruiser | 1,600.00 | 4,387.07 | 14,136.32 |

CIVIL DEFENSE

| | | |
|----------|-------|-------|
| Expenses | 93.10 | 93.10 |
|----------|-------|-------|

FIRE DEPARTMENT

| | | |
|----------|----------|--|
| Salaries | 3,228.00 | |
|----------|----------|--|

Expenses

| | | | |
|-----------------------------|----------|----------|-----------|
| Labor | 3,515.25 | | |
| Equipment and Repairs | 1,739.80 | | |
| Gasoline and Oil | 266.63 | | |
| Fuel and Light | 1,563.62 | | |
| Building Maintenance | 319.51 | | |
| Office Expenses - Telephone | 621.88 | | |
| Fire Alarm | 1,367.65 | | |
| Insurance | 220.15 | 9,614.49 | 12,842.48 |

BUILDING INSPECTOR

| | | |
|------------------------|--------|--------|
| Salary | 500.00 | |
| Expenses | 200.00 | |
| Printing Building Laws | 160.00 | 860.00 |

BOARD OF APPEALS

| | | | |
|--------------------|--------|--------|--------|
| Expenses | | | |
| Clerk | 184.50 | | |
| Advertisements | 245.00 | | |
| Supplies - Postage | 150.35 | | |
| Legal Services | 153.60 | | |
| Association Dues | 5.00 | 738.45 | 738.45 |

WIRE INSPECTOR

| | | |
|----------|--------|--------|
| Salary | 300.00 | |
| Expenses | 130.00 | 430.00 |

SEALER OF WEIGHTS AND MEASURES

| | | |
|----------|--------|--------|
| Salary | 175.00 | |
| Expenses | 75.00 | 250.00 |

FORESTRY DEPARTMENT

| | | | |
|-------------------|--------|----------|----------|
| Labor | | 2,923.45 | |
| Expenses | | | |
| Truck Maintenance | 125.57 | | |
| Truck Hire | 58.00 | | |
| Supplies | 635.00 | | |
| Removing Trees | 442.40 | | |
| Association Dues | 8.00 | 1,568.97 | 4,492.42 |

DOG OFFICER

| | | |
|----------------------------------|--------|-----------|
| Salary | 100.00 | |
| Expenses | 144.00 | 244.00 |
| Total Public Safety Expenditures | | 34,121.78 |

HEALTH AND SANITATION

HEALTH DEPARTMENT

| | | | |
|-------------------------|----------|----------|----------|
| Salaries | | 320.00 | |
| Expenses | | | |
| Polio and Virus Clinics | 121.66 | | |
| Engineer Services | 100.00 | | |
| Care of Dump | 1,638.55 | | |
| Vital Statistics | 262.00 | | |
| Contagious Disease | 87.95 | | |
| Office Expenses | 30.00 | 2,240.16 | 2,560.16 |

DENTAL CLINIC

| | | | |
|----------|--|--------|--------|
| Expenses | | | |
| Services | | 819.00 | |
| Supplies | | 89.59 | 908.59 |

COMMUNITY HEALTH PROGRAM

| | | |
|------------------------------------|----------|----------|
| Middleton Community Services, Inc. | 2,500.00 | 2,500.00 |
|------------------------------------|----------|----------|

INSPECTOR OF ANIMALS

| | | |
|----------|--------|--------|
| Salary | 200.00 | |
| Expenses | 100.00 | 300.00 |

INSPECTOR OF SLAUGHTERING

| | | |
|--------|-------|-------|
| Salary | 50.00 | 50.00 |
|--------|-------|-------|

ESSEX SANITORIUM ASSESSMENT

| | | |
|--|----------|-----------|
| County Treasurer | 3,819.14 | 3,819.14 |
| Total Health and Sanitation Expenditures | | 10,137.89 |

HIGHWAYS

HIGHWAY DEPARTMENT

| | | | |
|-----------------|----------|-----------|-----------|
| Labor | | 18,069.37 | |
| Expenses | | | |
| Truck Hire | 4,248.00 | | |
| Equipment Hire | 4,349.50 | | |
| Supplies | 3,882.25 | | |
| Sand and Gravel | 2,110.44 | | |
| Asphalt | 4,424.00 | | |
| Signs | 46.00 | | |
| Light and Power | 112.43 | | |
| Office Expenses | 430.26 | | |
| Catch Basins | 75.00 | | |
| Land Taking | 56.00 | 19,733.88 | 37,803.25 |

SPECIAL APPROPRIATIONS

| | | | |
|--------------------------------|----------|--|-----------|
| Storm Drains | 1,250.00 | | |
| Fencing | 1,699.00 | | |
| Oak Road Special | 1,000.00 | | |
| Sander | 2,638.00 | | |
| Street Lighting | 5,500.00 | | |
| Middleton Square Parking Signs | 25.75 | | 12,112.75 |

SNOW REMOVAL

| | | | |
|-----------------------|----------|----------|-----------|
| Labor | | 6,597.33 | |
| Expenses | | | |
| Truck Hire | 6,483.50 | | |
| Equipment and Repairs | 489.29 | | |
| Salt and Sand | 2,397.25 | 9,370.04 | 15,967.37 |

ROAD MACHINERY ACCOUNT

| | | | |
|----------------------------|----------|----------|-----------|
| Expenses | | | |
| Gasoline and Oil | 2,082.58 | | |
| Parts and Repairs | 1,378.44 | | |
| Insurance and Registration | 55.63 | | |
| Supplies | 981.66 | 4,498.31 | 4,498.31 |
| Total Highway Expenditures | | | 70,381.68 |

CHARITIES

PUBLIC WELFARE

| | | |
|----------------|--------|--------|
| Salaries | 900.00 | |
| Expenses | 77.92 | |
| General Relief | | 977.92 |

GENERAL RELIEF

| | | | |
|------------------------|----------|----------|----------|
| Expenses | | | |
| Aid - Cash | 972.50 | | |
| Groceries and Fuel | 335.84 | | |
| Medical Aid | 844.47 | | |
| Burials | 40.00 | | |
| Other Cities and Towns | 1,658.77 | 3,851.58 | 3,851.58 |

OLD AGE ASSISTANCE

| | | | |
|------------------------|-----------|-----------|-----------|
| Administration | | 1,883.00 | |
| Aid | | | |
| Cash | 27,830.21 | | |
| Other Cities and Towns | 1,710.46 | 29,540.67 | 31,423.67 |

MEDICAL AID FOR AGED

| | | |
|------|-----------|-----------|
| Cash | 21,907.01 | 21,907.01 |
|------|-----------|-----------|

AID DEPENDENT CHILDREN

| | | |
|------|-----------|-----------|
| Cash | 11,336.58 | 11,336.58 |
|------|-----------|-----------|

DISABILITY ASSISTANCE

| | | |
|------|----------|----------|
| Cash | 3,661.14 | 3,661.14 |
|------|----------|----------|

| | | |
|------------------------------|--|-----------|
| Total Charities Expenditures | | 73,157.90 |
|------------------------------|--|-----------|

VETERANS' SERVICES

| | | | |
|--------------------------------------|----------|----------|-----------|
| Salary | | | 250.00 |
| Aid | | | |
| Cash | 8,364.00 | | |
| Fuel - Groceries | 879.21 | | |
| Medical Aid | 695.74 | 9,938.95 | |
| Total Veterans Services Expenditures | | | 10,188.95 |

SCHOOLS

Salaries

| | | | |
|--------------------------|------------|------------|--|
| Superintendent | 8,267.48 | | |
| Teachers and Supervisors | 105,265.81 | | |
| Doctor | 638.00 | | |
| Nurse | 1,282.88 | | |
| Janitors | 8,122.79 | | |
| Attendance Officer | 40.00 | | |
| Census Taker | 98.00 | | |
| Clerks | 5,201.22 | 128,916.18 | |

Expenses

| | | | |
|----------------------|-----------|-----------|------------|
| Superintendent | 180.00 | | |
| Office | 1,198.68 | | |
| Books and Supplies | 8,387.57 | | |
| Building Maintenance | 4,629.22 | | |
| Fuel and Light | 6,606.91 | | |
| Transportation | 13,940.00 | | |
| Tuition | 15.00 | | |
| Furnishing Equipment | 129.55 | | |
| Athletics | 68.01 | | |
| Miscellaneous | 140.93 | | |
| Alarm System | 836.00 | 36,131.87 | 165,048.05 |

SCHOOL LUNCH

| | | | |
|------------------------|----------|-----------|--|
| Labor | 7,613.33 | | |
| Equipment and supplies | 9,270.57 | 16,883.90 | |

REGIONAL SCHOOL

| | | | |
|------------|------------|------------|--|
| Assessment | 222,353.05 | 222,353.05 | |
|------------|------------|------------|--|

VOCATIONAL EDUCATION

| | | | |
|--------------------------|--------|--------|------------|
| Tuition | 303.30 | | |
| Transportation | 88.00 | 391.30 | 391.30 |
| Total School Expenditure | | | 404,676.30 |

LIBRARY

| | | |
|----------------------------|----------|----------|
| Salaries | 2,667.63 | |
| Expenses | 2,792.06 | |
| Total Library Expenditures | | 5,458.69 |

RECREATION

PARK

| | | |
|------------------------------|----------|----------|
| Labor | 1,045.70 | |
| Expenses | | |
| Equipment Hire | 82.00 | |
| Supplies | 183.88 | |
| Spraying | 36.00 | |
| Storage | 50.00 | |
| | 351.88 | 1,387.58 |
| Christmas Lighting | 27.93 | |
| Total Recreation Expenditure | | 1,425.51 |

UNCLASSIFIED

INSURANCE

| | | |
|----------------------------|----------|-----------|
| Workmen's Compensation and | | |
| Public Liability | 2,604.85 | |
| Building - Blanket Policy | 2,970.58 | |
| Vehicle - Fire and Theft | 71.89 | |
| Vehicle - Liability | 2,306.07 | |
| Collector's Bond | 271.80 | |
| Treasurer's Bond | 174.80 | |
| Clerk's Bond | 10.00 | |
| Burglary | 244.00 | |
| Boiler | 353.60 | |
| Life and Hospital | 6,910.44 | 15,918.03 |
| <hr/> | | |
| Memorial Day | 476.30 | |
| Printing Town Reports | 1,554.60 | 2,030.93 |

MANSFIELD FUND

| | | |
|----------------------------|----------|----------|
| Concert | 200.00 | |
| Picnic | 1,159.07 | |
| Thanksgiving and Christmas | 435.00 | |
| Filing Report Fee | 3.00 | 1,797.07 |
| <hr/> | | |

| | |
|---------------------------------|-----------|
| Total Unclassified Expenditures | 19,746.03 |
|---------------------------------|-----------|

PUBLIC SERVICE ENTERPRISES

ELECTRIC DEPARTMENT

Salaries

| | | |
|---------------|----------|-----------|
| Commissioners | 600.00 | |
| Manager | 6,396.00 | |
| Clerk | 3,640.00 | 10,636.00 |

MAINTENANCE AND OPERATION

Energy

| | | |
|-------------------|------------|------------|
| Merrimack - Essex | | |
| Electric Co. | 125,833.95 | |
| Danvers Electric | | |
| Light Dept. | 393.84 | 126,227.79 |

| | | |
|-------|--|-----------|
| Labor | | 20,212.31 |
|-------|--|-----------|

Expenses

| | | |
|--------------------|-----------|------------|
| Materials | 16,069.72 | |
| Office Expenses | 1,526.85 | |
| Truck Maintenance | 1,259.52 | |
| Insurance | 969.87 | |
| Depreciation | 10,129.51 | |
| Line Clearance | 973.80 | |
| So. Main St. Light | 403.00 | 31,332.27 |
| | | 188,408.37 |

WATER DEPARTMENT

| | | |
|-----------------------------------|----------|------------|
| Salaries - Commissioners | 450.00 | |
| Expenses | 163.94 | |
| Materials and Labor | 1,974.95 | |
| Total Water Expenditures | | 2,588.89 |
| Total Public Service Expenditures | | 190,997.26 |

CEMETERIES

Salaries

| | | |
|------------------|-------|-------|
| Commissioners | 60.00 | |
| Supt. of Burials | 30.00 | 90.00 |

Labor

7,636.50

Expenses

| | | |
|------------|--------|----------|
| Truck Hire | 351.00 | |
| Supplies | 276.62 | |
| Hot Top | 500.00 | 1,027.62 |

Total Cemetery Expenditures

8,854.12

MUNICIPAL INDEBTEDNESS

BONDED DEBT

| | | |
|----------------------------|-----------|-----------|
| School Addition Loan 1950 | 10,000.00 | |
| School Addition Loan 1956 | 10,000.00 | |
| Fire-Highway Building Loan | 5,000.00 | |
| Fire Truck Loan | 3,000.00 | |
| Temporary Loan | 60,000.00 | 88,000.00 |

INTEREST

| | | |
|----------------------------|----------|----------|
| School Addition Loan 1950 | 1,540.00 | |
| School Addition Loan 1956 | 5,040.00 | |
| Fire-Highway Building Loan | 210.00 | |
| Temporary Loan | 379.17 | 7,225.42 |

| | |
|---|-----------|
| Total Municipal Indebtedness Expenditures | 95,225.42 |
|---|-----------|

AGENCY, TRUST AND INVESTMENT

| | | | |
|------------------------------|-----------|-----------|-----------|
| State Parks and Reservations | 1,730.63 | | |
| County Tax | 10,987.33 | | |
| Dog Licenses to County | 846.50 | | |
| Withholding Tax State | 2,092.42 | | |
| Withholding Tax Federal | 30,705.51 | | |
| Retirement Assessment | 6,086.51 | | |
| Retirement Deductions | 4,290.49 | | |
| Meter Deposits | 680.00 | | |
| Beverage License | 10.00 | | |
| Perpetual Care Funds | 760.00 | | |
| Auditing Municipal Account | 18.20 | 58,207.59 | 58,207.59 |

REFUNDS

| | | | |
|--------------------------------|----------|----------|--------------|
| 1960 Excise Tax | 1,091.70 | | |
| 1961 Excise Tax | 1,312.87 | | |
| 1961 Poll Tax | 4.00 | | |
| 1960 Real Estate Tax | 967.73 | | |
| 1961 Poll Tax | 3,804.67 | | |
| Interest | .03 | | |
| Total Refunds | | 7,181.00 | 7,181.00 |
| Total Expenditures | | | 1,015,926.50 |
| Cash Balance December 31, 1961 | | | 203,488.04 |
| | | | <hr/> |
| | | | 1,219,414.54 |

Recapitulation of Appropriation, Transfers and Expenditures

| | | Appropriation and Transfer | Expended | Unexpended Balance |
|-----------------------------|----------|-------------------------------|----------|-----------------------|
| Moderator, Salary | | 50.00 | | |
| Finance Committee Expenses | | 10.00 | 45.00 | 55.00 |
| Selectmen's Salaries | | 1,500.00 | 1,500.00 | |
| Expenses | | 500.00 | 441.24 | 58.76 |
| Clerk Salary | | 450.00 | 450.00 | |
| Accountant, Salary | | 1,600.00 | 1,600.00 | |
| Expenses | | 125.00 | 125.00 | |
| Office Equipment | | 500.00 | 500.00 | |
| Treasurer, Salary | | 1,600.00 | 1,600.00 | |
| Expenses | | 1,240.00 | 1,143.11 | 96.89 |
| Tax Title | | | | |
| Expenses | 1,000.00 | | | |
| Transfer | 361.95 | 1,361.95 | 1,361.95 | |
| Collector, Salaries | | 2,840.00 | 2,840.00 | |
| Expenses | | 920.00 | 916.24 | 3.76 |
| Assessors, Salaries | | 1,800.00 | 1,800.00 | |
| Expenses | 1,540.00 | | | |
| Transfer | 124.06 | 1,664.06 | 1,664.06 | |
| Valuation Book | | 600.00 | 270.00 | 330.00 |
| Revaluation | | 2,350.00 | 2,350.00 | |
| Counsel, Salary | | 1,000.00 | 1,000.00 | |
| Expenses | | 250.00 | 108.00 | 142.00 |
| Clerk, Salary | | 700.00 | 700.00 | |
| Expenses | 350.00 | 700.00 | 700.00 | |
| Elections and Registrations | | | | |
| Salaries | | 200.00 | 200.00 | |
| Expenses | 700.00 | | | |
| Transfer | 143.16 | 843.16 | 837.16 | 6.00 |
| Planning Board, Expense | | 300.00 | 117.50 | 182.50 |
| Town Hall, Salary | | 480.00 | 480.00 | |
| Expenses | | 800.00 | 733.99 | 66.01 |
| Memorial Hall, Salary | | 480.00 | 480.00 | |
| Expenses | 2,000.00 | | | |
| Transfer | 182.38 | 2,182.38 | 2,182.38 | |
| Special | | 500.00 | 310.81 | 189.19 |

| | | Appropriation and Transfer | Expended | Unexpended Balance |
|--|----------|-------------------------------|----------|-----------------------|
| Constable, Salary | | 35.00 | 35.00 | |
| Police Chief, Salary | | 5,720.00 | 5,720.00 | |
| Wages | 3,900.00 | | | |
| Transfer | 129.25 | 4,029.25 | 4,029.25 | |
| Expenses | | 2,795.00 | 2,787.07 | 7.93 |
| Cruiser | | 1,600.00 | 1,600.00 | |
| Civil Defense, Expenses | | 100.00 | 93.10 | 6.90 |
| Fire Salaries | | 3,550.00 | 3,228.00 | 322.00 |
| Expenses | | 9,829.34 | 9,614.49 | 214.85 |
| Radio | | 650.00 | | 650.00* |
| Building Inspector Salary | | 500.00 | 500.00 | |
| Expenses | | 200.00 | 200.00 | |
| Printing Building Laws | | 160.00 | 160.00 | |
| Board of Appeals Expenses | | 750.00 | 738.45 | 11.55 |
| Wire Inspector Salary | | 300.00 | 300.00 | |
| Expenses | | 130.00 | 130.00 | |
| Sealer of Weights and Measures Salary | | 175.00 | 175.00 | |
| Expenses | | 75.00 | 75.00 | |
| Moth Expenses | | 1,200.00 | 1,200.00 | |
| Tree Warden Expenses | | 1,500.00 | 1,492.42 | 7.58 |
| Dutch Elm Disease Control Expense | | 1,500.00 | 1,500.00 | |
| New Trees | | 300.00 | 300.00 | |
| Dog Officer Salary | | 100.00 | 100.00 | |
| Expense | | 240.00 | 144.00 | 96.00 |
| Board of Health Salaries | | 320.00 | | |
| Expenses | | 2,500.00 | 2,240.16 | 259.84 |
| Dental Clinic Expenses | | 1,500.00 | 903.94 | 596.06 |
| Community Health Program | | 2,500.00 | 2,500.00 | |
| Inspector of Animals Salary | | 200.00 | 200.00 | |
| Expenses | | 100.00 | 100.00 | |
| Inspector of Slaughtering Salary | | 50.00 | 50.00 | |
| Road Machinery Fund | | | | |
| Balance | 378.13 | | | |
| Receipts | 5,641.50 | 6,019.63 | 4,498.31 | 1,521.32* |
| Highway Sander | | 2,650.00 | 2,638.00 | 12.00 |
| Expenses | | 8,500.00 | 8,500.00 | |

| | | Appropriation and Transfer | Expended | Unexpended Balance |
|--------------------------------|-----------|-------------------------------|------------|-----------------------|
| Chapter 81 | 5,875.00 | | | |
| State | 9,075.00 | 14,950.00 | 14,950.00 | |
| Chapter 90 Construction | | 12,840.48 | 11,351.25 | 1,489.23* |
| Chapter 90 Maintenance | | 3,000.00 | 3,000.00 | |
| Chapter 718 Mt. Vernon St. | | 6,622.74 | | 6,622.74* |
| Snow Removal | 15,500.00 | | | |
| Transfer | 467.37 | 15,967.37 | 15,967.37 | |
| Forest St. Land Damage | | 1,000.00 | | 1,000.00* |
| Storm Drains | | 1,250.00 | 1,250.00 | |
| Fencing | | 1,700.00 | 1,699.00 | 1.00 |
| Oak Road Special | | 1,000.00 | 1,000.00 | |
| Street Numbering | | 300.00 | | 300.00* |
| Middleton Sq. Parking Signs | | 100.00 | 25.75 | 74.25 |
| Street Lighting | | 5,500.00 | 5,500.00 | |
| Public Welfare Salaries | | 900.00 | 900.00 | |
| Expenses | | 150.00 | 77.92 | 72.08 |
| Central Essex Welfare District | | | | |
| Administration | | 1,883.00 | 1,883.00 | |
| General Relief | | | | |
| Aid | 7,000.00 | | | |
| Refund | 10.88 | 7,010.08 | 3,851.58 | 3,158.00 |
| Old Age Assistance | | | | |
| Aid | 12,500.00 | | | |
| Refunds | 252.28 | 12,752.00 | 10,194.25 | 2,558.03 |
| Federal Grant | | 22,993.05 | 19,346.42 | 3,646.63* |
| Medical Aid for Aged | | | | |
| Aid | 18,500.00 | | | |
| Refunds | 130.10 | 18,630.10 | 14,943.21 | 3,686.89 |
| Federal Grant | | 12,650.36 | 6,963.80 | 5,686.56* |
| Aid Dependent Children | | | | |
| Aid | 6,500.00 | | | |
| Refunds | 596.95 | 7,096.95 | 6,681.88 | 415.07 |
| Federal Grant | | 5,681.67 | 4,654.70 | 1,026.97* |
| Disability Assistance | | | | |
| Aid | | 3,000.00 | 2,938.76 | 61.24 |
| Federal Grant | | 1,472.19 | 722.38 | 749.81* |
| Veterans Agent Salary | | 250.00 | 250.00 | |
| Expenses | | 25.00 | | 25.00 |
| Aid | 9,000.00 | | | |
| Transfer | 1,000.00 | 10,000.00 | 9,938.95 | 61.05 |
| School Salaries | | 131,716.00 | 128,916.18 | 2,799.82 |
| Expenses | 568.25 | | | |
| Refunds | 527.12 | 35,425.37 | 35,421.87 | 3.50 |

32 APPROPRIATIONS—TRANSFERS—EXPENDITURES

| | | Appropriation and Transfer | Expended | Unexpended Balance |
|---------------------------|----------|-------------------------------|------------|-----------------------|
| Supt. out of State Travel | | 200.00 | | 200.00 |
| Regional School District | | 222,353.05 | 222,353.05 | |
| Federal Grant | | 4,285.11 | 936.00 | 3,349.11* |
| Lunch | | 19,110.00 | 16,883.90 | 2,226.10 |
| Vocational Education | | 600.00 | 391.30 | 208.70 |
| Library Salaries - Wages | | 2,900.00 | 2,667.63 | 232.37 |
| Expenses | 2,654.15 | | | |
| Transfer | 200.00 | 2,854.15 | 2,792.06 | 62.09 |
| Park | | 1,400.00 | 1,397.58 | 2.42 |
| Christmas Lighting | | 50.00 | 27.93 | 22.07 |
| Retirement Assessment | | 6,086.51 | 6,086.51 | |
| Printing Town | | | | |
| Reports | 1,250.00 | | | |
| Transfer | 304.60 | 1,554.60 | 1,554.60 | |
| Memorial Day | | | | |
| Expenses | 450.00 | | | |
| Transfer | 26.33 | 476.33 | 476.33 | |
| Insurance | 6,260.00 | | | |
| Refunds | 992.80 | 7,252.80 | 6,822.92 | 429.88 |
| Motor Vehicle Liability | | 2,450.00 | 2,306.07 | 143.93 |
| Electric Salaries | | 10,636.00 | 10,636.06 | |
| Wages | | 21,000.00 | 20,212.31 | 787.69 |
| Energy | | 138,000.00 | 126,227.79 | 11,772.21 |
| Expenses | | 20,105.17 | 19,955.47 | 149.70 |
| Line Clearance | | 1,800.00 | 973.80 | 826.20 |
| So. Main St. Light | | 500.00 | 403.00 | 97.00 |
| Land Purchase | | 500.00 | | 500.00 |
| Depreciation | | 10,000.00 | 10,000.00 | |
| Reserve Fund | | 1,000.00 | | 1,000.00 |
| Water Salaries | | 450.00 | 450.00 | |
| Expenses | | 200.00 | 163.94 | 36.06 |
| Maintenance | | 2,000.00 | 1,974.95 | 25.05 |
| King St. Special | | 2,000.00 | | 2,000.00* |
| Cemetery Salaries | | 90.00 | 90.00 | |
| Expenses | 5,800.00 | | | |
| Income | 904.30 | 6,704.30 | 6,653.22 | 51.08 |
| Graves | 1,000.00 | | | |
| Transfer | 610.90 | 1,610.90 | 1,610.90 | |
| Hot Top | | 500.00 | 500.00 | |
| Municipal Indebtedness | | | | |
| Interest | | 8,100.00 | 7,225.42 | 874.58 |
| Loans | | 28,000.00 | 28,000.00 | |
| Temporary Loans | | 60,000.00 | 60,000.00 | |

* Balance Carried Forward

Balance

Sheet

1961

| BALANCE SHEET DECEMBER 31, 1961—GENERAL ACCOUNTS | | | |
|--|------------|----------------------------------|------------|
| ASSETS | | LIABILITIES | |
| Cash | 203,488.04 | Lands Low Value Fund | 84.84 |
| Petty Cash Advance | 260.00 | Lots and Graves Fund | 1,315.00 |
| ACCOUNTS RECEIVABLE | | Cemetery Perpetual | |
| | | Care Interest | 1,253.65 |
| TAXES — 1960 | | Ambulance Fund | 185.80 |
| Personal Property | 243.51 | Road Machinery Fund | 1,521.32 |
| Motor Vehicle Excise | 157.07 | Mansfield Fund Interest | 1,964.72 |
| TAXES — 1961 | | Electric Department | |
| Poll | 24.00 | Motor Deposits | 2,820.00 |
| Personal Property | 808.29 | Depreciation Fund | 46,960.70 |
| Real Estate | 29,286.79 | Construction Fund | 49,578.00 |
| Motor Vehicle Excise | 10,951.92 | Surplus | 22,178.33 |
| Farm Animal Excise | 18.75 | Appropriation balances | 121,537.03 |
| TAX TITLES & POSSESSIONS | | Non-Revenue Balances | 29,247.15 |
| Tax Titles | 8,667.85 | School Addition | 402.01 |
| Tax Possessions | 2,851.54 | Fire-Highway Building | 1,983.32 |
| DEPARTMENTAL | | Reserve Fund - Overlay Surplus | |
| Public Welfare | 345.77 | 1961 Overlay | |
| Old Age Assistance | 242.97 | Reserve for Petty Cash Advance | |
| Aid Dependent Children | 1,364.31 | Tailings (uncashed checks) | 260.00 |
| MUNICIPAL LIGHT | | Old Age Assistance Recovery | 194.00 |
| Rates | | Revenue reserved until collected | 3,384.94 |
| Miscellaneous | 11,485.68 | Motor Vehicle Excise Tax | |
| AID TO HIGHWAYS | | Farm Animal Excise Tax | 11,519.39 |
| State | 1,223.12 | Departmental | 18.75 |
| County | 15,527.47 | Municipal Light | 1,953.05 |
| | 3,226.23 | | 12,708.80 |

BALANCE SHEET

35

| | | | |
|--|-------------------|-------------------------------|-------------------|
| DEFICIT | | | |
| 1960 Overlay | 987.73 | Aid to Highways | 18,753.50 |
| County Tax | 286.63 | Overestimate | |
| | | State Parks | 141.51 |
| | | Surplus Revenue | 59,726.45 |
| | | | <u>291,447.67</u> |
| BALANCE SHEET — DEBT AND TRUST ACCOUNTS | | | |
| DEBT ACCOUNTS | | LIABILITIES | |
| ASSETS | | | |
| NET FUNDED OR FIXED DEBT | | | |
| | 211,000.00 | School Addition 1950 | 78,000.00 |
| | | School Addition 1956 | 130,000.00 |
| | | Fire Truck | 3,000.00 |
| | <u>211,000.00</u> | | <u>211,000.00</u> |
| | | TRUST FUNDS | |
| Trust and Investment Funds | | David Cummings Fund | 6,902.23 |
| In custody of Town Treasurer | 46,710.23 | Cemetery Perpetual Care Fund | 39,808.00 |
| In custody of Library Trustees | 8,842.70 | Charles L. Flint Library Fund | 5,784.97 |
| In custody of Naumkeag Trust Co. | 10,039.56 | Mary E. Emerson Library Fund | 3,057.73 |
| | <u>65,592.49</u> | B. F. Emerson Library Fund | 10,039.56 |
| | | | <u>65,592.49</u> |

PAYROLL ANALYSIS

HIGHWAY AND PARK DEPARTMENT

| | Labor | Equipment |
|----------------------|----------|-----------|
| Paul Angers | 49.60 | |
| Rudolph Angers | 15.50 | |
| Thomas Angers | 113.15 | |
| Earl Arrington | 54.25 | |
| Roger Bailey | 55.50 | |
| William Barrett | 10.85 | |
| Antonio Blais | 9.30 | |
| Leopold Blais | 3,612.60 | |
| Opal Blais | | 2,455.00 |
| Richard Boardman | 40.30 | |
| Robert Bouchard | 36.65 | |
| James Cashman | | 66.00 |
| Raymond Colby | 4,350.25 | |
| Raymond Colby, Jr. | 18.60 | |
| Dennis Currier | 68.20 | |
| James Currier | 103.85 | |
| James Donovan | 3,478.30 | |
| Robert Fuller | 4,177.45 | |
| Alton Goodale | 6.20 | |
| Richard Goodale, Jr. | 27.90 | |
| Jerry Genior | 13.95 | |
| Ray Gould | | 33.00 |
| Peter Kasenenko | 40.00 | |
| Ted Klosowski | | 3,120.00 |
| David Leay | 319.30 | |
| Richard Leary | 24.80 | |
| Robert Leary | 24.80 | |
| Roland LaChance | 9.30 | |
| Donald MacMillian | 1,396.55 | |
| Frank Misone | | 2,810.50 |
| Allan Marshall | 5,200.00 | |
| Harold Moore | 20.00 | |
| James Monroe | 18.60 | |
| Jerry Moscarito | 6.20 | 964.00 |
| Stewart Neiforth | 313.10 | |
| James Ogden | | 541.00 |

PAYROLL ANALYSIS

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| | | |
|---------------------|--------|--------|
| William Ogden | | 245.00 |
| Donald Osgood | 18.60 | |
| Robert Peachey | 30.00 | 90.50 |
| Foster Richard | 989.93 | |
| Calvin Poor | 102.30 | |
| Frank Purdy | 142.60 | |
| Edward Richardson | 567.30 | |
| Gordon Sheldon | | 515.00 |
| Gordon Sheldon, Jr. | 243.35 | |
| Roger Walters | 213.90 | |
| Norman Welch | 10.00 | |

ELECTRIC DEPARTMENT

| | |
|---------------------|----------|
| Charles Clinch, Jr. | 5,554.15 |
| Raymond Colby | 14.40 |
| James Donovan | 486.40 |
| Stewart Nieforth | 105.60 |
| Foster Pickard | 151.20 |
| Joseph Pickard | 5,255.25 |
| Carl Peterson | 4,421.56 |
| Wilbur Witham | 5,208.51 |

FORESTRY DEPARTMENT

| | | |
|-------------------|----------|-------|
| Leopold Blais | 126.60 | |
| Raymond Colby | 51.80 | |
| James Donovan | 45.60 | |
| Robert Fuller | 37.00 | |
| Donald MacMillian | 24.80 | |
| Allan Marshall | 20.00 | |
| Raymond McKenny | 24.80 | |
| George Nieforth | 24.80 | |
| Stewart Nieforth | 796.25 | |
| Foster Pickard | 2,090.00 | |
| Robert Peachey | | 18.00 |
| Calvin Poor | 12.40 | |
| Edward Richardson | 6.20 | |

CEMETERY DEPARTMENT

| | | |
|--------------------|----------|--------|
| Clarence Baker | 2,759.40 | 265.00 |
| Charles Baker, Jr. | 772.50 | |
| Alex Brunet | 340.00 | |
| Ralph Currier | 1,181.40 | |
| Richard Marshall | 350.00 | |
| David Miller | 467.50 | |
| Allie Paige | 1,132.00 | |
| Kenneth Stone | 115.00 | |
| Frank Sullivan | 390.00 | |

FIRE DEPARTMENT

| | |
|----------------------------------|--------|
| Harold Purdy - Chief | 992.00 |
| Elmer O. Campbell - Deputy Chief | 350.00 |
| George W. Nash - Captain | 770.75 |
| Joseph M. Cryan - Lieutenant | 166.25 |
| James H. Ogden - Lieutenant | 192.25 |
| Charles H. Ohlson - Lieutenant | 210.25 |
| Charles Clinch, Jr. | 137.25 |
| Charles Clinch III | 150.75 |
| Richard Collins | 343.50 |
| Robert Currier | 86.00 |
| Willis Estey | 116.25 |
| Richard Goodale | 487.25 |
| John Hocter | 155.25 |
| George Kimball | 243.25 |
| Alfred Kitchin | 24.00 |
| James Martin | 183.00 |
| John Medalka | 474.00 |
| William Mugford | 266.75 |
| Floyd Pearson | 193.50 |
| Carl Peterson | 422.25 |
| Joseph Pickard | 82.50 |
| Edward Richardson | 162.75 |
| Alfred Saulnier | 176.25 |
| Carl Shuman | 55.75 |
| Richard Stewart | 110.25 |
| Donald Whicher | 126.00 |
| Wilbur Witham | 75.75 |

TREASURER'S REPORT

Edward H. Leary, Treasurer in account with the Town of Middleton, Massachusetts.

| | |
|--|-----------------|
| Balance of cash in Treasury, January 1, 1961 | \$ 142,070.81 |
| Receipts for the year 1961 | 1,077,343.73 |
| | <hr/> |
| Total Cash | \$ 203,488.04 |
| Payments for the year 1961 | \$ 1,015,926.50 |
| Balance of cash in Treasury December 3, 1961 | 203,488.04 |
| | <hr/> |
| Total Receipts | \$ 1,219,414.54 |

CASH IN BANKS

| | |
|---|-----------------|
| Arlington Trust Company Middleton, Mass. | \$ 98,802.90 |
| Treasury Bills | 99,364.00 |
| Merchants Warren National Bank Salem, Mass. | 2,900.47 |
| Cash on Hand | 22.10 |
| Arlington Trust Savings, Middleton, Mass. | 2,398.57 |
| | <hr/> |
| Total | \$ 1,219,414.54 |

A Complete report of all Trust Funds in custody is shown on the following pages.

I wish to express my thanks and gratitude for the cooperation of the Town officials, Committees and Citizens.

Respectfully submitted,

EDWARD H. LEARY,

Town Treasurer

DAVID CUMMINGS FUND

| | | |
|------------------------------------|----|----------|
| Balance January 1, 1961 | \$ | 5,632.46 |
| United Shoe Machinery Corp. Shares | | 975.00 |
| | \$ | 6,607.46 |

RECEIPTS:

| | | |
|------------------------------|----|----------|
| U.S.M.C. Dividends | \$ | 132.27 |
| Arlington Trust Co. Interest | | 162.50 |
| Total Receipts | \$ | 294.77 |
| Trustee's Orders | | none |
| Balance | | 6,802.23 |

| | | |
|---|----|----------|
| Arlington Trust Company, Checking Acct. | \$ | 388.16 |
| Arlington Trust Company, Savings Acct. | | 5,539.07 |
| United Shoe Machinery Corp. Shares | | 975.00 |
| Balance Dec. 31, 1961 | \$ | 6,902.23 |

Respectfully submitted,

EDWARD H. LEARY

Town Treasurer

Land Owned By the Town of Middleton

December 31, 1961

HASWELL PARK:

Lots 165, 166, 286-290 inclusive.

MIDDLETON PINES:

1st lot of 9th parcel - Book 2253 Page 381

14th parcel - Book 2253, Page 381

2nd pasture, Woodland and Meadow

Elliott Lot, Island Pasture, Smith Lot, Sutton Lot

Lots G & H, Lots 61-68 incl. 69, 70, 128-130 incl. 231-236 incl.

SUMMIT VIEW PARK:

Lots 28, 30-34 incl. 35, 36, 51, 57, 58, 91-93 incl. 94-97 incl.
136-148 incl. 149, 40, 151, 153-156 incl. 157-163 incl. 164-169 incl.
212, 213, 215-218 incl. 219-221 incl. 238, 239, 242-251 incl. 257-70
21, 213, 215-218, incl. 219-221 incl. 238, 239, 242-251 incl. 257-270
incl., 279-85 incl. 88-301 incl. 307, 308, 311-318 incl. 326-337 incl.,
376, 378-382 incl. 385-398 incl. 322, 323, 324.

WOODLAND PARK:

Lots 107, 108, 109-112 incl., 113-117 incl., 332, 523, 576.

MISCELLANEOUS:

G. A. Fuller Meadow 14 acres (Cranberry Bog)

Joseph Whittier Estate, Woodland (Approx. 8 acres)

Respectfully submitted,

EDWARD H. LEARY

Town Treasurer

**Town of Middleton
CEMETERY ENDOWMENT ACCOUNTS**

| | |
|---------------------------------|--------------|
| Balance on hand January 1, 1961 | \$ 37,493.28 |
| New Accounts added | 425.00 |
| Interest | 1,164.15 |
| | <hr/> |
| Total Receipts | \$ 39,082.43 |
| Interest withdrawn | 1,164.15 |
| | <hr/> |
| Balance Dec. 31, 1961 | \$ 37,918.28 |

SEC. C OAKDALE CEMETERY

| | |
|---------------------------------|-------------|
| Balance on hand January 1, 1961 | \$ 1,480.72 |
| New Accounts added | 335.00 |
| Interest | 73.77 |
| | <hr/> |
| Total Receipts | \$ 1,889.49 |
| Interest withdrawn | 51.72 |
| | <hr/> |
| Balance Dec. 31, 1961 | \$ 1,889.72 |

Respectfully submitted,

EDWARD H. LEARY

Town Treasurer

Reports

for the

Various Departments

1961

FLINT PUBLIC LIBRARY Treasurer's Report

| | | |
|------------------------------|-------------|-------------|
| Appropriation for Salaries | \$ 2,900.00 | |
| Less - Transfer to Expenses | 200.00 | \$ 2,700.00 |
| | | |
| Salaries | | |
| Librarian | 1,200.00 | |
| Assistants to Librarian | 987.63 | |
| Janitor | 480.00 | |
| | | |
| Total Salaries | | 2,667.63 |
| | | |
| Balance, Returned to Revenue | | \$ 32.37 |
| Appropriation for Expenses | \$ 2,000.00 | |
| Add - Dog Tax | 654.15 | |
| Transfer from Salaries | 200.00 | 2,854.15 |
| | | |
| Expenses: | | |
| Fuel | 434.40 | |
| Light | 77.41 | |
| Water | 20.00 | |
| Insurance | 416.93 | |
| Building Maintenance | 862.51 | |
| Equipment | 85.00 | |
| Supplies | 62.39 | |
| Books | 388.50 | |
| Miscellaneous | 444.92 | |
| | | |
| Total Expenses | | 2,792.06 |
| | | |
| Balance, Returned to Revenue | | \$ 62.09 |

FLINT PUBLIC LIBRARY FUNDS

| | | |
|-------------------------|-----------|-------------|
| Balance, Jan. 1, 1961 | | \$ 1,228.01 |
| Income: | | |
| Book Fines | \$ 211.00 | |
| B. F. Emerson Fund | 490.61 | |
| Charles L. Flint Fund | 219.85 | |
| Mary Estey Emerson Fund | 118.46 | |
| Miscellaneous | 48.48 | 1,088.40 |
| | | |
| Total Income | | \$ 2,316.41 |

| | | |
|------------------------|--------|-------------|
| Expenses: | | |
| Books | 943.44 | |
| Magazines | 89.12 | |
| | <hr/> | |
| Total Expenses | | 1,032.56 |
| | | <hr/> |
| Balance, Dec. 31, 1961 | | \$ 1,283.85 |

B. F. EMERSON TRUST FUND

Received from Naumkeag Trust Co., Salem (Trustee) \$ 490.61

MARY ESTEY EMERSON FUND

E. O. Campbell, Jr., in account with Flint Public Library:

| | |
|--|-------------|
| Mary Estey Emerson Fund, principal | \$ 2,500.00 |
| On deposit in Danvers Savings Bank, Dec. 31, 1961 | \$ 3,057.73 |

CHARLES L. FLINT FUND

E. O. Campbell, Jr., in account with Flint Public Library:

| | |
|-------------------------------------|-------------|
| Charles L. Flint Fund, principal | \$ 5,000.00 |
| On deposit in Banks, Dec. 31, 1961: | |
| Salem 5c Savings Bank | \$ 986.88 |
| Salem Savings Bank | 510.73 |
| Danvers Savings Bank | 1,420.40 |
| Broadway Savings Bank | 1,866.00 |
| Essex Savings Bank | 1,000.00 |
| | <hr/> |
| Total | \$ 5,784.97 |

Respectfully submitted,

E. O. CAMPBELL, JR.

Treasurer, Library Trustees

LIBRARIAN'S REPORT

In the spring and fall of this year the library was open three days a week, increasing the hours from fourteen to twenty-one. The hours for next year will be:

| | |
|---------------------------------------|------------------|
| Winter - Tuesday, Thursday and Friday | 2 P.M. to 9 P.M. |
| Summer - Tuesday and Friday | 2 P.M. to 9 P.M. |

The State Library Commissioners, because of this increase, considered the Flint Public Library eligible for the state grant-in-aid allotted to towns on a per capita basis. Ten cents per capita would have been deducted from the general state tax refund to the town otherwise. A new bill is to be presented at the next legislative session asking to have the grant-in-aid allotted directly to the libraries.

The Federal appropriation to aid library services in the states has been extended. The Bookmobile, which calls at the library every four weeks, was made possible by this aid. Many requests for books have been filled by this service in addition to the collection kept at the library.

Although the reference work with both the grade school and the high schools has increased during the year, the basic collection falls far short from what is needed in this work. This is due in part to too small a budget for too many years. With the present budget and the increase in the price of books it is still not possible to meet and still purchase new books for general reading.

The gutters have been replaced on part of the building, fire blocks have been completed in the basement and additional shelf room has been added for books used by small children. The building was completely cleaned following smoke damage caused by a stoppage in the chimney.

Mrs. Helena Coffin is acting as library assistant. Mrs. Dorothy English filled the vacancy left when Mrs. Minnie C. Waitt resigned at the end of August.

Mr. William Sanborn, a Trustee of the Flint Public Library 1933-1961, died December 16, 1961.

ANNUAL STATISTICS

| | |
|---|--------|
| Volumes in the Library, January 1, 1961 | 13,272 |
| Volumes added by purchase | 514 |
| Volumes added by gift | 43 |
| Volumes reported discarded | 51 |
| Volumes in the Library, December 31, 1961 | 13,778 |

Circulation of books, 1961

| | |
|-------------------------------------|-------|
| Juvenile | 3,760 |
| Adult | 4,850 |
| Total | 8,610 |
| Registration of new borrowers | 101 |
| Attendance | 7,434 |

Respectfully submitted,

RUTH TYLER

Librarian

TOWN CLERK'S REPORT

To the Citizens of the Town of Middleton:

I submit for your approval my Report of Vital Statistics Recorded, Dog Taxes collected and Fish and Games Licenses issued in the Year 1961.

Please report any errors or omissions to the Town Clerk that the Record may be corrected.

Marriage Record For 1961

| Date of Marriage | Place of Marriage | Names of Bride and Groom | Residence |
|------------------|-------------------|--|----------------------------|
| Jan. 14 | Lynn | Arthur Raymond Eckhardt Gladys Loretta Swiniarski | Middleton Lynn |
| Jan. 15 | Middleton | Warren Gilbert Rines Constance Wanda Lavoie | Middleton Middleton |
| Jan. 20 | Salem | Arthur Dell Greeke Donald Huntington Birnie | Middleton Salem |
| Jan. 29 | Wilmington | Walter Hazen Milbery Edith Marie Wheeler | Middleton North Reading |
| Jan. 29 | Peabody | John Joseph Bulger Patricia Ann LeBlanc | Peabody Middleton |
| Feb. 4 | Middleton | Edward Leslie Raynard Shirley May Paul | Middleton Middleton |
| Feb. 11 | Middleton | Roland Alfred Fortin Dorothy Ann Prescott | Lawrence Middleton |
| Mar. 4 | Haverhill | Chester Kingsley Masse, Jr. Joan Catherine Bates | Middleton Bradford |
| Mar. 18 | Middleton | Richard E. Gorman Judith E. Munroe | Danvers Danvers |
| Apr. 13 | Middleton | Richard Louis McCarthy Nancy Ardella Sheldon | Lynn Middleton |

| Date of Marriage | Place of Marriage | Names of Bride and Groom | Residence |
|------------------|-------------------|--|-------------------------------------|
| May 21 | Middleton | Orrin Crosby Creeden Mary Magdeline Ramey | Middleton Beverly |
| May 27 | Chelsea | Dennis Elmer Currier Carolyn Mary Wronski | Middleton Lynn |
| May 27 | Peabody | Foster Johnson Pickard Annette Claire Pickard | Middleton Salem |
| May 27 | Middleton | Paul Joseph Peters Marie Alice Gould | Middleton Middleton |
| June 3 | Salem | Harrison Lyle Masse Anne Marie Sullivan | Middleton Salem |
| June 4 | Middleton | Henry Arnett Desmond Mary McHugh | Beverly Danvers |
| June 18 | Middleton | Guy Nelson Richards, Jr. Carol Ann Young | Middleton East Kingston, N.H. |
| June 18 | Danvers | Antony Ridino Marilyn Louise Mitchell | Miami, Fla. Middleton |
| June 27 | Salem | Charles Arthur McCune Laura Belle Tuxbury | Middleton Middleton |
| July 15 | North Reading | Rodney Keith Wise Valerie Ann Chisholm | Middleton North Reading |
| July 15 | Middleton | Roland Leo Dechene Kathleen Viola Zimmerman | Beverly Beverly |
| Aug. 29 | Boston | Joseph John Toppi Sheila Marie Maytum | Somerville Middleton |
| Aug. 25 | Essex | Walter Louis Harrison Edna Mary Belakonis | Middleton Middleton |
| Sept. 1 | Danvers | Alford Louis Saulnier Maryanne G. Poussard | Middleton Middleton |
| Sept. 3 | Lynn | Robert Joseph Schmidt Diane Claire LeBlanc | Rowley Middleton |
| Sept. 2 | Middleton | Charles Robert Heaphy Sandra Louise Hutchins | Danvers Middleton |

| Date of Marriage | Place of Marriage | Names of Bride and Groom | Residence |
|------------------|-------------------|--|--------------------------|
| Sept. 3 | Middleton | Bernard Wenzel Kuchel Judith Louise Smith | Topsfield Middleton |
| Sept. 17 | Leominster | John Keith Quimby Charlene Aimee Morin | Middleton Leominster |
| Sept. 23 | Beverly | Robert Emmett Walsh, Jr. Theresa Bowen | Beverly Middleton |
| Oct. 12 | Marblehead | Ross Wayne Goodwin Dorothy Ann Fleet | Marblehead Middleton |
| Oct. 21 | Weymouth | Vincent J. Paulanthony Carol Ann Purpura | Middleton E. Weymouth |
| Oct. 22 | Danvers | Shirley Anne Remon Cherie Orrall Wilichoski | Danvers Middleton |
| Oct. 27 | Middleton | John A. Winslow Carmen M. Marciano | Danvers Topsfield |
| Oct. 28 | Middleton | George F. Breitstein Anne Dove | Middleton Beverly |
| Nov. 5 | Middleton | Norman J. Michaud Nancy R. Charest | Salem Danvers |
| Nov. 12 | Middleton | Arthur Leroy Martin Nancy Marie Sedler | Danvers Middleton |
| Nov. 25 | Beverly | Jacob Layendecker Bernice Baker | Middleton Danvers |
| Dec. 30 | New Bedford | Joseph Costa, Jr. Jean Louise Dexter | New Bedford Middleton |
| May 21 | Winchester | Robert Sedler Patricia Elizabeth Bond | Middleton Winchester |

1960 Births Recorded In 1961

| Date of Birth | Name of Child | Names of Parents |
|---------------|---------------------------|--------------------------------------|
| Sept. 17 | Joanne Elizabeth Sullivan | Thomas F. Sullivan Sophie B. Gill |

| Date of Birth | Name of Child | Names of Parents |
|---------------|-------------------------|---|
| Sept. 18 | Christopher R. Merchant | Richard N. Merchant Judith L. Clarke |
| Dec. 28 | Joseph Francis Burke | Francis X. Burke Jean I. Brown |
| Dec. 26 | Christine Hoffman | Carl Wolfgang Hoffman Gisella Kuszweil |

Birth Record For 1961

| | | |
|---------|----------------------------|---|
| Jan. 6 | Scott Richard Critch | Robert A. Critch Eileen R. Page |
| Jan. 13 | Crystal Marie Keep | Frederick Keep Betty Arlene Wickens |
| Jan. 17 | Linda Sue Gage | Edward Loring Cage Helen Theresa Cotter |
| Jan. 31 | Suzanne Marie Richardson | Stephen. A. Richardson Dale M. Vasey |
| Feb. 2 | Shawn Douglas Leary | Edward Arnold Leary Jacqueline R. A. Boucher |
| Feb. 2 | "Baby Boy" Fleet | Clifford Fleet Susan C. Glazier |
| Feb. 8 | Susan Irene Bouchard | Paul Leo Bouchard Cynthia M. Godin |
| Feb. 20 | Bonita Fay Denault | Lionel Odilon Denault Jean Elizabeth DeBlois |
| Feb. 24 | Michelle Marie Hatch | James H. Hatch Jessie E. Field |
| Feb. 24 | David Arthur Morton | Arthur D. Morton Bernadette J. Kuhn |
| Mar. 1 | Peter John Fitzpatrick | John William Fitzpatrick Ann Lawrie Aylward |
| Mar. 4 | "Baby Girl" Emerson | Robert Ernest Emerson Dorothy I. Mallard |
| Mar. 8 | Donna Lynne Kelley | David Winthrop Kelley Patricia Mabel Bentley |
| Mar. 13 | Ronald Edward Pollock, Jr. | Ronald Edward Pollock Sandra Ann LeColst |
| Mar. 15 | Richard Russell Smith, Jr. | Richard Russell Smith Ruth Keene Averill |
| Mar. 15 | Lydia Alice Carroll | Edward Lee Carroll Doris June Fischer |

| Date of Birth | Name of Child | Names of Parents |
|---------------|-----------------------------|---|
| Mar. 17 | Jill Patrice Wall | Langston P. Wall Claire Murphy |
| Mar. 23 | Lori Jean Ford | Clement Harold Ford Anna Laura Kamerik |
| Apr. 11 | Sharon Edith Ogden | William Francis Ogden Martha Frances Rowell |
| Apr. 13 | Cathy Ann McLean | John Alfred McLean Sandra June Brown |
| Apr. 14 | Denise Ellen Margeson | Edward Alvin Margeson Evelyn Mary Spencer |
| Apr. 20 | Geoffrey Brandt Rowell | Winfield Eaton Rowell Barbara Elizabeth Hilton |
| Apr. 21 | Mark Stephen Rowe | John Edwin Rowe Sherrill Ann Duker |
| May 2 | Candy Alva Gifford | Parker Endicott Gifford Marilyn Ardis Evans |
| May 5 | Danette Rae Barthelemy | Walter C. Barthelemy Eunice Mae Thurston |
| May 9 | Daniel Rosmane Whipple | Harold Alvah Whipple Bevely Jane Stowell |
| May 9 | Maureen Connolly | Robert Francis Connolly Christine Sophie Joly |
| May 12 | Mary Ellen Ahern | John Francis Ahern Mary Joan Ahern |
| May 16 | Janet Leigh Lovering | Lloyd Edward Lovering Dorothy Erdine Daly |
| May 25 | Carl James DiFrancesco, Jr. | Carl J. DiFrancesco Eloise G. Boucher |
| May 27 | "Baby Girl" Hidden | David W. Hidden Janet E. Anderson |
| May 29 | "Baby Girl" Peachey | Robert T. Peachey Betty M. Fuller |
| June 4 | Terry Lee Karlin | Murray Ralph Karlin Laura Alterman |
| June 9 | Joan Muzichuk | John Muzichuk Nellie Janet Blezinski |
| June 13 | Doreen Lee Gage | Lester Frank Gage Anita Dube |
| June 16 | Susan Mary Dellazoppa | Frank L. Dellazoppa Lorraine Dolores Boucher |
| June 22 | Eileen Marie Port | George E. Port, Jr. Ann E. Donnelly |

| Date of Birth | Name of Child | Names of Parents |
|---------------|-----------------------------|---|
| July 14 | Kent Ballard | Lloyd F. Ballard Martha McGoldrick |
| July 25 | Maria Martin | James Knott Martin Ruth Lucille Lindley |
| July 27 | Valerie Lee Blais | Leopold Simeon Blais Opal Carrie Yerta |
| Aug. 4 | Regina Louise O'Meara | William F. O'Meara Norma M. Malagodi |
| Aug. 13 | Jeffrey Ross Brooks | Paul James Brooks Merry Frances Ross |
| Sept. 11 | David Erik Groom | Thomas Groom Vera E. Fossum |
| Sept. 11 | Mark Charles Bishop | John Marvin Bishop Joan Gladys Farrell |
| Sept. 15 | Elaine Marie Miller | George William Miller Doris Louise Dunn |
| Oct. 2 | David John Phaneuf | John Joseph Phaneuf Carmen Marie Brochu |
| Oct. 3 | Bradford Warren Page | Robert Warren Page Kathryn Janet Boemig |
| Oct. 6 | Douglas Richard Crosby | Robert William Crosby Natalie Claire Russell |
| Oct. 9 | Blake Thomas Hooper | Ronald Winstow Hooper Catherine Grace Thorpe |
| Oct. 16 | Kimberly Marcella Rubchinuk | Fred Rubchinuk Marcella Adelaide Hebb |
| Oct. 16 | Erik North Bender | Stephen L. Bender Patricia S. Miller |
| Oct. 23 | Denise Joanne Prendible | Richard Francis Prendible Alice Lorraine Belle |
| Oct. 26 | Edwin George Roos | Peter E. Roos Suzanne M. Hiss |
| Oct. 26 | Gretchen Lyn Saben | Charles Henry Saben Alice Catherine Sheridan |
| Nov. 14 | Diana Lynne Luscomb | George Dean Luscomb Linda Ogden Denno |
| Nov. 16 | "Baby Girl" Mason | Warren Clayton Mason Joan Louise Scranton |
| Nov. 17 | Mark William Barrett | William Barrett Doris Joan Peachey |
| Nov. 25 | Laura Ann Tibbetts | John Paul Tibbetts Gloria E. Vandenbroeck |

| Date of Birth | Name of Child | Names of Parents |
|---------------|-------------------------|---|
| Nov. 29 | Joseph Ernest Bouchard | Armand Robert Bouchard Ruth Irene Townsend |
| Nov. 30 | "Baby Girl" Brown | Robert S. Brown Bettina P. Shaw |
| Dec. 5 | Kevin Edward Sutherland | Harvey S. Sutherland Dawn Pearl Evans |
| Dec. 16 | Donald Lee Johnson | Donald L. Johnson Harriet B. VanKnowe |
| Dec. 30 | Patti-Anne Madden | Peter Madden Nancy M. Glidden |
| Dec. 16 | George Thomas Malone | James B. Malone Rosmary A. Sheehy |
| Dec. 12 | Christine Marie Nelson | Peter A. Nelson Janet L. Ruest |
| Dec. 21 | Barbara Jean Demers | John Henry Demers, Jr. Jean Brice Lucier |
| Dec. 28 | Cynthia Anne Mendalka | John Walter Medalka Patricia Anna Mallett |
| Dec. 29 | Scott Elliott Rowell | Herbert Edward Rowel Anna Gove Taylor |

Dog Taxes Collected For 1961

| | | |
|---------------------------------------|----|--------|
| 200 Male Dogs @ \$2.00 | \$ | 400.00 |
| 36 Female Dogs @ \$5.00 | | 180.00 |
| 117 Spayed Female Dogs @ \$2.00 | | 234.00 |
| 6 Kennel @ \$10.00..... | | 60.00 |
| 2 Kennel @ \$25.00 | | 50.00 |
| | \$ | 924.00 |
| Less Fees Deducted | | 90.25 |
| | \$ | 833.75 |

Respectfully submitted,

WILLIAM T. MARTIN, JR.

Town Clerk

Record of Resident Deaths For 1961

| | Name of Deceased | Age |
|----------|-------------------------------|--------|
| Jan. 8 | Edna M. Orben | 40 |
| Jan. 24 | Carrie L. Paradise | 81 |
| Jan. 31 | Mae E. Gleason | 81 |
| Feb. 14 | Joseph Diamond | 73 |
| Mar. 20 | Walter C. Somers | 42 |
| Mar. 22 | Angelo Calo | 79 |
| Apr. 3 | George Benjamin Ogden | 69 |
| Apr. 21 | Mary G. Comstock | 66 |
| May 15 | Gladys Lillian Cloutman | 70 |
| May 20 | Pauline B. Wake | 85 |
| May 22 | David E. Hurst | 68 |
| May 25 | Winthrop P. Porter | 58 |
| July 10 | Ida M. Donovan | 62 |
| July 26 | Ronald Pollock, Jr. | 4 mos. |
| July 29 | Margaret L. Currier | 59 |
| Aug. 28 | George Francis Evans | 83 |
| Aug. 22 | Clarence E. Richardson | 60 |
| Sept. 15 | Harry Joseph Gray | 66 |
| Sept. 18 | Mary Nancy Harsnett | 73 |
| Oct. 3 | William Thomas Martin | 78 |
| Oct. 12 | Victoria Tardiff | 82 |
| Oct. 26 | Female Infant Saben | — |
| Oct. 29 | Frances M. Major | 72 |
| Oct. 18 | Addie Page | 76 |
| Oct. 10 | Walter H. Milbery | 68 |
| Nov. 16 | Vernon Elephalet Coffin | 83 |
| Nov. 6 | George A. Nieforth | 57 |
| Nov. 15 | Rhoda Louise Duncan | 83 |
| Dec. 16 | William H. Sanborn | 74 |
| Dec. 31 | Everett D. Bryer | 87 |
| Jan. 24 | Frederick P. Daniels | 43 |

59 Non-Resident Deaths

Fish and Game Licenses Issued For 1961

| | | |
|-----|---|----------|
| 137 | Resident Citizen | Fishing |
| 140 | Resident Citizen | Hunting |
| 47 | Resident Citizen | Sporting |
| 29 | Resident Citizen Minor | Fishing |
| 15 | Resident Citizen Female | Fishing |
| 2 | Resident Citizen | Trapping |
| 2 | Non-Resident Citizen | Fishing |
| 1 | Alien | Fishing |
| | 1 Duplicate of Lost License | |
| | 3 Archery Deer Stamp | |
| 11 | Resident Citizen Sporting (70 years or older) | |

LIST OF JURORS

Mr. Charles H. Metcalf
Assistant Clerk of Courts
Salem, Massachusetts

Dear Sir:

Following is a list of the Jurors prepared by the Selectmen of the Town of Middleton, in accordance with Chapter 234, Section 4, General Laws:

| | | |
|---------------------------|------------------|--------------------------|
| Armitage, Samuel P. | 123 No. Main St. | Bridge Painter |
| Black, Thomas D., Jr. | Peabody St. | Mch. Shop Maintenance |
| Brothers, George L. | Boston St. | Inspector |
| Clark, Richard D. | No. Main St. | Mech. Dev. Div. |
| Churchill, Eugene E. | Oak Road | Crane Operator |
| Horne, Herbert I. | Park Ave. | Box and Skid Maker |
| Hurd, Beaumont | Essex St. | Plumber |
| Kimball, George C. | Mt. Vernon St. | Mechanic |
| LaFleur, Edward F. | Forest St. | Leather Worker |
| LeBlanc, Eugene J. | School St. | Skid, Box & Form Maker |
| Lennox, Robert E. | Liberty St. | Leather Sorter - Shipper |
| Marshall, Richard J., Jr. | Riverview Dr. | Assembler |
| McIntire, Elmer L. | Riverview Dr. | Trucker |
| Murphy, Richard M. | Maple St. | Engineering |
| Peterson, Carl A. | Forest St. | Occupational Therapist |

Very truly yours,

BOARD OF SELECTMEN

Wilbur C. Rundlett, Jr., Chairman

BUILDING INSPECTOR'S REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

I hereby submit my report for the period ending December 31, 1961. Although there were only sixteen new homes started during 1961 there was an increase in the average value per unit. Improvements to exisiting buildings remained high but new construction of buildings was far below that of last year.

| Permits Issued | Estimated Value |
|---|-----------------|
| 16 Dwellings | \$185,000.00 |
| 8 Garages | 27,500.00 |
| 4 Repairs | 25,650.00 |
| 9 Remodeling | 15,500.00 |
| 7 Additions | 12,200.00 |
| 3 Porches | 2,500.00 |
| 2 Barns | 600.00 |
| 1 Platform | 300.00 |
| 4 Sheds | 250.00 |
| 1 Sign | 200.00 |
| 1 Stand | 50.00 |
| 8 Buildings Razed | |
| 2 Buildings Reshingled | |
| 2 Buildings Moved | |
| 2 Buildings Condemned | |
| Total Estimated Value | \$269,750.00 |
| Amount collected in fees and turned over to the Town Treasurer | \$ 193.50 |

Respectfully submitted,
W. C. RUNDLETT, JR.
Building Inspector

ASSESSORS' REPORT

The following is a recapitulation of the money appropriated by the Town of Middleton and the estimated receipts deducted therefrom in the determination of the 1961 tax rate.

APPROPRIATIONS

| | |
|---|--------------|
| Town Appropriations | \$831,898.85 |
| Total appropriations voted to be taken from available funds | 33,589.15 |
| Deficits due to abatements in excess of overlay of prior years | 569.85 |
| State Parks and Reservations | 1,872.14 |
| State Audit of Municipal Accounts | 18.20 |
| County Tax | 10,700.70 |
| Tuberculosis Hospital Assessment | 3,819.14 |
| 1961 Overlay | 24,665.66 |
| Gross amount to be raised | 907,481.06 |

ESTIMATED RECEIPTS AND AVAILABLE FUNDS

| | |
|--|------------|
| Income Tax | 62,951.97 |
| Corporation Taxes | 15,400.60 |
| Reimbursement on account of publicly owned land | 2,843.35 |
| Old Age tax (Meals) Chap. 64B, S. 10 | 1,637.74 |
| Motor Vehicle and Trailer Excise | 45,886.00 |
| Licenses | 3,921.00 |
| Fines | 65.00 |
| General Government | 1,477.00 |
| Protection of Persons and Property | 345.00 |
| Health and Sanitation | 550.00 |
| Highways | 406.00 |
| Charities (Other than Federal Grants) | 7,390.00 |
| Old Age Assistance (Other than Federal Grants) | 16,516.00 |
| Veteran's Services | 632.00 |
| Schools (Funds from Income Tax not to be included) | 16,570.00 |
| Public Service Enterprises | 202,936.00 |
| Cemeteries (Other than trust funds and sale of lots) | 895.00 |
| Interest: On Taxes and Assessments | 919.00 |
| State Assistance for School Construction | 9,970.00 |
| Farm Animal Excise | 272.00 |

| | |
|--|------------|
| Lieu of Taxes (Town of Danvers) | 1,200.00 |
| Lieu of Taxes (Middleton Electric Light) | 5,000.00 |
| <hr/> | |
| Total estimated receipts and available funds | 431,619.91 |
| Gross amount to be raised | 907,481.06 |
| Total estimated receipts and available funds | 431,619.91 |
| <hr/> | |
| Net amount to be raised by taxation | 475,861.15 |
| Net amount raised by taxation on personal property | 11,657.84 |
| Net amount raised by taxation on real estate | 462,191.31 |
| Number of polls assessed 1006 | 2,012.00 |
| <hr/> | |

TOTAL VALUATION

| | |
|-------------------|--------------|
| Personal Property | 185,045.00 |
| Real Estate | 7,336,370.00 |
| 1961 Tax Rate | 63.00 |

Respectfully submitted,

PAUL B. WAKE, SR., Chairman

WILBUR A. WITHAM

ERNEST F. LeBEAU

TAX COLLECTOR'S REPORT

REAL ESTATE TAXES — 1960

| | | |
|-----------------------------------|--------------|--------------|
| Balance January 1, 1961 | \$ 22,384.19 | |
| Interest | 542.26 | |
| Collections: | | |
| Tax | | 21,259.52 |
| Interest | | 542.26 |
| Abatements | | 12.65 |
| Transferred to Tax Title Accounts | | 1,112.02 |
| | <hr/> | <hr/> |
| | \$ 22,926.45 | \$ 22,926.45 |
| | <hr/> | <hr/> |

REAL ESTATE TAXES — 1961

| | | |
|---------------------------------------|--------------|--------------|
| 1961 Commitment | \$462,191.31 | |
| Interest | 99.78 | |
| Refunds | 3,804.67 | |
| Collections: | | |
| Tax | | 419,317.46 |
| Interest | | 99.78 |
| Abatements | | 15,406.66 |
| Transferred to Tax Title Accounts | | 1,983.87 |
| Uncollected balance December 31, 1961 | | 29,287.99 |
| | <hr/> | <hr/> |
| | \$466,095.76 | \$466,095.76 |
| | <hr/> | <hr/> |

MOTOR VEHICLE & TRAILER EXCISE TAXES — 1959

| | | |
|------------------|-----------|-----------|
| Recommitted 1961 | \$ 160.33 | |
| Interest | 16.73 | |
| Collections: | | |
| Tax | | 160.33 |
| Interest | | 16.73 |
| | <hr/> | <hr/> |
| | \$ 177.06 | \$ 177.06 |
| | <hr/> | <hr/> |

MOTOR VEHICLE & TRAILER EXCISE TAXES — 1960

| | | |
|---------------------------------------|---------------------|---------------------|
| Balance January 1, 1961 | \$ 8,581.33 | |
| Committed 1961 | 11,895.15 | |
| Interest | 363.20 | |
| Refunds | 1,091.70 | |
| Collections: | | |
| Tax | | 19,278.77 |
| Interest | | 363.20 |
| Abatements | | 2,138.20 |
| Uncollected balance December 31, 1961 | | 151.21 |
| | <u>\$ 21,931.38</u> | <u>\$ 21,931.38</u> |

MOTOR VEHICLE & TRAILER EXCISE TAXES — 1961

| | | |
|---------------------------------------|---------------------|---------------------|
| 1961 Commitments | \$ 52,559.02 | |
| Interest | 43.17 | |
| Refunds | 1,312.67 | |
| Collections: | | |
| Tax | | 39,982.01 |
| Interest | | 43.17 |
| Abatements | | 2,953.16 |
| Uncollected balance December 31, 1961 | | 10,936.52 |
| | <u>\$ 53,914.96</u> | <u>\$ 53,914.86</u> |

POLL TAXES — 1960

| | | |
|-------------------------|-----------------|-----------------|
| Balance January 1, 1961 | \$ 92.00 | |
| Interest | 2.80 | |
| Collections: | | |
| Tax | | 70.00 |
| Interest | | 2.80 |
| Abatements | | 22.00 |
| | <u>\$ 94.80</u> | <u>\$ 94.80</u> |

TAX COLLECTOR'S REPORT

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POLL TAXES — 1961

| | | |
|---------------------------------------|--------------------|--------------------|
| 1961 Commitment | \$ 2,014.00 | |
| Interest | 2.22 | |
| Refunds | 4.00 | |
| Collections: | | |
| Tax | | 1,662.00 |
| Interest | | 2.22 |
| Abatements | | 332.00 |
| Uncollected balance December 31, 1961 | | 24.00 |
| | <u>\$ 2,020.22</u> | <u>\$ 2,020.22</u> |

PERSONAL PROPERTY TAXES — 1960

| | | |
|---------------------------------------|--------------------|--------------------|
| Balance January 1, 1961 | \$ 1,116.36 | |
| Interest | 19.55 | |
| Collections: | | |
| Tax | | 872.85 |
| Interest | | 19.55 |
| Uncollected balance December 31, 1961 | | 243.51 |
| | <u>\$ 1,135.91</u> | <u>\$ 1,135.91</u> |

PERSONAL PROPERTY TAXES — 1961

| | | |
|---------------------------------------|---------------------|---------------------|
| 1961 Commitment | \$ 11,657.84 | |
| Interest | 1.13 | |
| Collections: | | |
| Tax | | 10,830.65 |
| Interest | | 1.13 |
| Abatements | | 18.90 |
| Uncollected balance December 31, 1961 | | 808.29 |
| | <u>\$ 11,658.97</u> | <u>\$ 11,658.97</u> |

FARM ANIMAL EXCISE TAXES — 1960

| | | | |
|-------------------------|----|-------|----------|
| Balance January 1, 1961 | \$ | 17.37 | |
| Interest | | .77 | |
| Collections: | | | |
| Tax | | | 17.37 |
| Interest | | | .77 |
| | \$ | 18.14 | \$ 18.14 |

FARM ANIMAL EXCISE TAXES — 1961

| | | | |
|---------------------------------------|----|--------|-----------|
| 1961 Commitment | \$ | 265.78 | |
| Interest | | .17 | |
| Collections: | | | |
| Tax | | | 247.03 |
| Interest | | | .17 |
| Uncollected balance December 31, 1961 | | | 18.75 |
| | \$ | 265.95 | \$ 265.95 |

SUMMARY AND COMPARISON

COMMITMENTS AND COLLECTIONS 1960-1961

| | Commitments 1960 | Commitments 1961 | Amt. of Increase |
|----------------------------|---------------------|---------------------|---------------------|
| Real Estate Taxes | \$434,172.16 | \$462,191.31 | \$ 28,019.15 |
| Motor Vehicle Excise Taxes | 50,190.70 | 64,454.17 | 14,263.47 |
| Poll Taxes | 2,004.00 | 2,014.00 | 10.00 |
| Personal Property Taxes | 21,685.89 | 11,657.84 | 10,028.05* |
| Farm Animal Excise Taxes | 252.00 | 265.78 | 13.78 |
| Total Commitment | \$508,304.75 | \$540,583.10 | \$ 32,278.35 |

* Decrease

TAX COLLECTOR'S REPORT

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| | Collections 1960 | Collections 1961 | Amt. of Increase |
|----------------------------|---------------------|---------------------|---------------------|
| Real Estate Taxes | \$411,680.75 | \$441,219.02 | \$ 29,538.27 |
| Motor Vehicle Excise Taxes | 48,337.68 | 59,844.21 | 11,506.53 |
| Poll Taxes | 1,666.14 | 1,737.02 | 70.88 |
| Personal Property Taxes | 20,784.67 | 11,724.18 | 9,060.49* |
| Farm Animal Excise Taxes | 274.98 | 265.34 | 9.64* |
| Total Collections | <u>\$482,744.22</u> | <u>\$514,789.77</u> | <u>\$ 32,045.55</u> |

* Decrease

SUMMARY OF ACCOUNTS

| | 1960 | 1961 | Increase |
|----------------------|--------------|--------------|------------|
| Real Estate | 1,250 | 1,316 | 66 |
| Motor Vehicle Excise | 1,897 | 2,214 | 317 |
| Poll | 1,002 | 1,007 | 5 |
| Personal Property | 66 | 61 | 5* |
| Farm Animal Excise | 4 | 4 | — |
| Total | <u>4,219</u> | <u>4,602</u> | <u>383</u> |

* Decrease

Respectfully submitted,

HAROLD E. TYLER,

Collector of Taxes

TREE DEPARTMENT REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

I hereby submit my report for the year 1961.

Tree work appropriation was expended as follows:

| Street | Trees Removed |
|----------------------|---------------|
| Maple Street | 10 |
| East Street | 5 |
| Forest Street | 13 |
| Essex Street | 7 |
| Liberty Street | 4 |

Construction line clearing was done in conjunction with the Electric Light Department and the Telephone Co. throughout the town.

I wish to express my appreciation for the cooperation given me by the various Departments during the past year.

Respectfully submitted,

JAMES DONOVAN

Tree Warden

MOTH DEPARTMENT REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

I hereby submit my report for the year 1961.

Extensive spraying was applied to the trees in town during 1961.
Extensive spraying was applied in conjunction with the Highway
Dept. for poison ivy and brush control.

New Trees

The Department Replaced and Planted new Trees throughout the
Town.

Respectfully submitted,

JAMES DONOVAN

Moth Superintendent

POLICE DEPARTMENT REPORT

To the Honorable Board of Selectmen and Citizens
of the Town of Middleton, Massachusetts

Gentlemen:

I hereby submit my report of the Middleton Police Department
for the year ending December 31, 1961.

DEPARTMENT ROSTER

James W. Wentworth, Chief of Police
Lloyd H. Getchell, Sergeant

REGULAR SPECIALS

| | |
|-----------------|--------------------|
| Arthur G. Doane | William C. Pennock |
| Robert Hurd | Norman D. Welch |
| Harold G. Moore | Robert Peachey |

OFFENSE FOR WHICH ARRESTS WERE MADE

| | |
|--|----|
| Armed robbery while being masked | 3 |
| AWOL | 1 |
| Breaking and Entering in the Night-Time | 1 |
| Causing a false alarm | 3 |
| Drunkenness | 19 |
| Escaped from the Danvers State Hospital | 3 |
| Escaped from the Youth Service Board | 1 |
| Having a dangerous weapon in a Motor Vehicle | 3 |
| Insane Person | 4 |
| Larceny | 3 |
| Larceny from a person | 4 |
| Lewd and lascivious cohabitation | 1 |
| Non-Support | 1 |
| Operating a Motor Vehicle without authority | 5 |
| Operating a Motor Vehicle without a License | 1 |
| Operating a Motor Vehicle after their license was suspended | 3 |
| Operating a Motor Vehicle which was uninsured | 1 |
| Operating a Motor Vehicle which was unregistered | 1 |
| Operating a Motor Vehicle while under the Influence of Liquor | 3 |

| | |
|------------------------------|-------|
| Speeding | 17 |
| Violation of Probation | 1 |
| | <hr/> |
| Total - | 79 |

| | |
|---|---|
| Arrests made in Middleton by the State Police | 1 |
| State Police assistance rendered during arrests | 4 |

MISCELLANEOUS

| | |
|---|-------------|
| Ambulance Cases | 91 |
| Automobile accidents investigated | 76 |
| Booked and warned for speeding, etc. | 92 |
| Complaints received and investigated | 606 |
| Cruiser Cases | 57 |
| Dogs shot by Police Department | 4 |
| Dogs killed by automobiles | 11 |
| Escaped patients returned to Danvers State Hospital | 3 |
| Firearm Permits issued | 10 |
| Fire Alarms that Police went to | 14 |
| Licenses suspended or revoked through the Registry of Motor Vehicles for speeding, etc | 58 |
| Missing and lost persons found | 3 |
| Messages delivered | 52 |
| Summonses and Warrants served | 216 |
| Turned over to the Town Treasurer for Firearm Permits | \$30.00 |
| Stolen property recovered | \$13,290.53 |

As in the past the Police Department has conducted many investigations not listed above which have been settled satisfactorily to all concerned without making arrests or going to court.

In closing the men are to be commended for their prompt response and their efficiency of operation. A sincere thanks is extended to the State Police, officials of the Town of Middleton and to the Board of Selectmen and to the Townspeople. To all those who have assisted this department in any way we are grateful.

Respectfully submitted,

JAMES W. WENTWORTH

Chief of Police

DOG OFFICER'S REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

I hereby submit my report as Dog Officer for the year ending
December 31, 1961.

| | |
|--|-----|
| Complaints received and investigated | 123 |
| Dogs restrained | 17 |
| Dogs killed by automobiles | 11 |
| Dogs shot by Police Department | 4 |
| Dogs put in pound | 12 |
| Dogs returned to their rightful owners | 6 |
| Report of Dog Bites | 17 |
| Stray dogs disposed of | 12 |

INFORMATION DOG OWNERS SHOULD KNOW

A new law has been passed that all stray dogs that are picked up and have no collar or name plate are to be turned over to the Animal Research Center within 48 hours from the time that they are picked up, to be used for medical purposes. If all dogs are licensed and tagged the Dog Officer can look up the owner and return the dog.

In closing, I would like to thank the public for their co-operation during the past 12 years that I have been Dog Officer and inform them of my resignation as Dog Officer as of December 31, 1961, and inform them of the newly appointed Dog Officer, Harold G. Moore.

Respectfully submitted,

JAMES W. WENTWORTH

Chief of Police

BOARD OF APPEALS

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

The Board of Appeals respectfully submit their report for the year ending December 31, 1961.

Regular meetings held at Memorial Hall South Main Street, on the second Thursday of every month at 8:00 P.M.

All application for Public Hearings **MUST** be in the hands of the Board of Appeals Clerk and **MUST** include the names and addresses of all abutters concerned, if any, at least 30 days before regular meeting nights in order to properly process said applications and have said applications published, as the law requires, at least 21 days before the hearing is held.

All applications for Public Hearing **MUST** be filed at the Town Clerk's Office.

| | |
|------------------------------|----|
| Regular Meetings Held | 11 |
| Special Meetings Held | 12 |
| Public Hearings Held | 15 |
| Decisions Granted | 10 |
| Decisions Rejected | 4 |
| Applications Dismissed | 2 |
| Renewals Granted | 5 |

Respectfully submitted,

BOARD OF APPEALS

Beaumont Hurd, Chairman (Acting)

Thomas D. Black, Jr., Clerk

Walter Clinton

Nathan Hayward, Jr.

Roy Schneider

MUNICIPAL LIGHT DEPARTMENT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

The Board of Electric Light Commissioners respectfully submit their report for the year ending December 31, 1961.

Regular and Special meetings were held by this Board at Memorial Hall.

The Department purchased 7,991,846 K.W.H. of electricity at a cost of \$126,227.79.

Our peak demand occurred on Jan. 20th and was 1632 K.W.

The systems distribution losses were 7.8%.

The three phase line on River Street was extended for a distance of 7,780 ft.

The circuit on East Street was rebuilt and larger wire installed between Maple Street and Peabody Street.

A section of the lines on Forest Street was relocated to conform with the road construction project.

Our pole lines were relocated on No. Main Street at the site of the State Highways Swan Pond Bridge construction.

During the year 23 services were converted from 120 volt 2 wire to 240 volt 3 wire installations. Thirty-two new 3 wire services were installed and seven temporary services connected.

On March first we were able to offer the consumers purchasing power under "Commercial Rate B" a ten percent discount privilege.

The Street Light system was extended on So. Main Street to the Town Line.

Nine Mercury Vapor fixtures were installed in the vicinity of Middleton Sq.

We wish to take this opportunity to thank the Town Officials and Citizens for their cooperation during the past year.

Respectfully submitted,

Board of Electric Light Commissioners
FRANK E. DOW
J. LANSING ENGLISH
JOHN MUZICHUK

INSPECTOR OF WIRES REPORT

Board of Selectmen
Middleton, Massachusetts

I wish to submit my report for the year 1961.

There were 387 permits issued: 16 New Homes, 31 New Services, 8 Temporary Services, 63 Four Wire Services, 1 Motel and 20 Oil Burner permits. The remainder consisted of additional building, garages, air conditioners and additional wiring the homes.

All jobs have been inspected up to date. There are approximately 30 permits still in process of construction or not finished.

A total of 387 calls have been made since January 1, 1961 covering 1,300 miles. There were many calls at the request of those planning to have electrical work installed and wanting information.

I would like to express to the Townspeople that it is very important to have adequate power when they have additional wiring. There were many homes found over-loaded for their supply of power. Also, it is very important to have electrical work done by a competent licensed electrician. It is for their safety that electrical work be inspected.

I wish to thank the Board of Selectmen, Electric Light Department and the people of Middleton for their cooperation.

Respectfully submitted,

JOHN MILBERY

FIRE DEPARTMENT REPORT

To the Honorable Board of Selectmen and
Citizens of Middleton:

I hereby submit by Annual Report of the Fire Department for the year ending December 31, 1961.

The Fire Department is a CALL FORCE, consisting of a Chief, Deputy Chief, Captain, three Lieutenants, and twenty-two privates, making a total of twenty-eight men.

The Department answered 137 calls in 1961. They were as follows:—

| | |
|--------------------------------------|----|
| Buildings | 14 |
| Automobiles | 5 |
| Brush, Woods, and Grass | 31 |
| Dump | 4 |
| Oil Burners | 8 |
| Electrical | 6 |
| Miscellaneous (accidents, etc) | 42 |
| Rescue Calls | 9 |
| Out-of-town | 15 |
| False | 3 |

| | |
|-------|-----|
| TOTAL | 137 |
|-------|-----|

| | |
|--------------------|----|
| Box Alarms | 57 |
| Still Alarms | 80 |

| | |
|-------|-----|
| TOTAL | 137 |
|-------|-----|

| | |
|---|-----|
| Incoming Telephone Calls | 952 |
| Inspections and Permits granted for the following:— | |
| Permits to Burn | 720 |
| Fireworks | 4 |
| Gasoline | 4 |
| Explosives | 5 |
| Oil Burner | 28 |
| L.P. Gas | 45 |
| Inspections of Buildings | 20 |

| | |
|-------|-----|
| TOTAL | 822 |
|-------|-----|

The equipment of the Department is in excellent condition and repair. I do not plan or recommend any replacements of apparatus for at least five years.

The Fire Alarm System is in excellent condition and repair. Our system is continuing to expand with more wire added and the following boxes installed — Box 161, 1212, 211, 311.

The Drill School is in its seventh year of operation. All personnel are required to take part. This program runs weekly from May to December, and monthly the remainder of the year. A highlight this year was a day's training at Hanscom Field, Bedford for each member who could arrange to attend. I am happy to report that in two days about 75% of the group took part in the training.

The Radio Equipment for the County Mutual Aid Network was not purchased this year because of a technicality in the allocation of a frequency to the County by the F.C.C. This has now been rectified and it is expected to be purchased in the near future.

The Skindiving Team that was formed in 1960 is now equipped and trained to perform underwater rescue. This group has been equipped through the fine cooperation of the Middleton Police Relief Association, and the Middleton Firefighters Association, as well as the individual members of the group.

I have inserted two articles in this year's Town Warrant. One of the articles calls for an appropriation to have three permanent men for the department. These men will work 56 hours per week, giving 24 hour coverage. The other article calls for the acceptance of Chapter 48, Section 42, 43, and 44. This article defines the duties of the Fire Chief and Selectmen in regard to the administration of the Fire Department, and also the term of office of the Fire Chief, and Firefighters.

The above articles were brought about by recommendations of the New England Fire Insurance Rating Association who made a survey of the town in 1961. While it does not completely cover their recommendations because the town is not financially able to comply, it is a step in the right direction.

I am happy to say that as a result of this survey the Town was regraded, due to improved protection. Effective July 18, 1961 the Town was transferred from Grade D, Class 7 to Grade C, Class 5. This resulted in a reduction of insurance premiums for most residents of the town. If a rebate on your insurance has not been received, it would be to your advantage to contact your insurance agent.

I again recommend Fire Detection in all Town Buildings.

The Howe-Manning School is one of the more important buildings in the Town that has not as yet been protected and tied into the Fire Alarm System. For the protection of the children and instructors, who daily use this building, and for the building itself, I strongly recommend that this be done.

The list of buildings with automatic fire detection is steadily growing. We now have St. Agnes Church, Congregational Church, Regional High School in the system, and the Muzichuk building will be tied in this year. These projects have all been paid for by the individuals involved. This helps to cut down serious fire potentials.

In conjunction with Fire Prevention Week, the Department sponsored a poster contest at the Howe-Manning School. The posters submitted by the children indicated a keen interest in fire prevention. Prizes were awarded to three winners in each grade. It is hoped that this coming year we will again sponsor, and broaden, this program. We also had open house at Fire Headquarters which was attended by many residents of the town.

I again urge the citizens to familiarize themselves in the proper way to call the Fire Department in case of an emergency. If you live near a street box, use it; if not Dial SP 4-2211. Do not call the operator as many times the operator will call the Danvers Fire Department because we are on the same exchange. This can cause a serious delay.

I am grateful to the Board of Fire Engineers, to the citizens of the Town for their cooperation.

To the officers, and men of the Department for their cooperation, and devotion to duty, without which no department can operate efficiently, many, many thanks.

Respectfully submitted,

HAROLD F. PURDY

REPORT OF PLANNING BOARD

To the Honorable Board of Selectmen and the
Citizens of Middleton

The Planning Board herewith submits its report for the year 1961. At the first meeting the following Officers were re-elected:- Louis Barrett, Chairman; and Gilbert Sanders, Clerk.

The past year has been a busy one; in addition to the 12 regular monthly meetings more than 25 special meetings were held to expedite decisions and actions on numerous proposals and applications subject to the Zoning By-Laws which were brought before the Board.

On April 27, 1961 a Public Hearing was held to consider the definitive plans for the proposed Middleton Farms business center and residential sub-division on South Main Street. The hearing was well attended and brought forth much constructive discussion which led to a better understanding of the overall project by those present. Of special interest to residents should be the agreement between Middleton Realty Corporation (builders) and the Planning Board, which called for the deeding to the Town of two sections of land within the proposed sub-division. One is a choice parcel of 11 acres near South Main Street to be set aside as a future school site; the other, a 10 acre parcel designated as a park or recreational area. We are pleased to report that both properties have since been conveyed to the Town for the sum of \$1.00 each, as specified in the agreement. With the inevitable growth of the Town's population, and the accompanying need for the expansion of our school facilities the financial benefit which taxpayers will eventually realize through this acquisition of land should indeed be most welcome. Residents will also be pleased to know that, after lengthy negotiations, the Middleton Realty Corporation agreed to bear the full cost of replacing the existing inadequate water main running from the corner of Boston Street to the proposed development site with a 8 inch pipe, in order to meet future water requirements of this area.

A matter in which your Board is deeply interested concerns the advisability of developing a Master Plan for Middleton. A number of informal meetings with the Planning Board Members of adjacent

communities have been held in recent months in an effort to determine what preliminary steps should be taken, and in what areas proper guidance and experienced counsel should be sought to aid in such an undertaking. We believe that such a long range plan will help immeasurably as an effective control to insure the orderly growth and expansion of both residential and business areas. It could result in significant benefits to our community in such matters as water sources, traffic flow, municipal services, population distribution, etc.

We wish to extend our sincere thanks to the Board of Selectmen, the Building Inspector, the Board of Health, the Board of Appeals and the Finance Committee for their splendid co-operation, as well as that shown by all the Citizens of Middleton.

Respectfully submitted,

LOUIS BARETT, Chairman
GILBERT SANDERS, Clerk
LIONEL BARROWS
FRANK CONNOR
HENRY SAWYER

BOARD OF PUBLIC WELFARE BUREAU OF OLD AGE ASSISTANCE

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton:

Report for the year ending December 31, 1961

The following categories of assistance are reimbursed according to formula by federal and state funds with the town paying the balance. Investigations of eligibility are made by the Central Essex Welfare District, approved by the Board of Public Welfare, and administered by the District.

AID TO DEPENDENT CHILDREN

| | | |
|---------------------------|---------|------------|
| No settlement laws in ADC | 8 cases | 14 persons |
|---------------------------|---------|------------|

DISABILITY ASSISTANCE

| | | |
|--------------------------|---------|-----------|
| No settlement laws in DA | 3 cases | 3 persons |
|--------------------------|---------|-----------|

OLD AGE ASSISTANCE

| | | |
|--------------------------|----------|------------|
| Unsettled cases (State) | 5 cases | 5 persons |
| Outside cities and towns | 5 cases | 5 persons |
| Middleton settled | 26 cases | 26 persons |

MEDICAL AID FOR THE AGES

| | | |
|---------------------------|----------|------------|
| No settlement laws in MAA | 13 cases | 13 persons |
|---------------------------|----------|------------|

General Relief is a temporary aid program in which investigations, and administration are directly by the Board of Public Welfare.

GENERAL RELIEF

| | | |
|--|---------|------------|
| Unsettled cases (State) | | |
| Outside cities and towns | 4 cases | 7 persons |
| Middleton settled | 6 cases | 7 persons |
| Middleton settled and aided in other cities and towns | 7 cases | 19 persons |

The Board of Public Welfare wishes to thank the Board of Selectmen and the various departments of the Town and the Community Nurse for their cooperation throughout the year.

Respectfully submitted,

LESLIE E. MERRIFIELD, Chr.
ROGER M. PEABODY
LEYLAND A. PHILLIPS, Clerk

REPORT OF WATER BOARD

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

Herewith is submitted our annual report as your water board.

The Board has had a fairly busy year, we have had numerous meetings with Danvers Water Board, Selectmen and Town Manager on the question of having some revenue from the Town of Danvers from sale of Water in Middleton. About the end of the year the Town of Danvers agreed to give to the Town of Middleton 25% of all money collected in the Town of Middleton. This contract to run for five (5) years. This revenue will help a great deal to keep our system operating.

The money so collected from the Town of Danvers has to be used exclusively by the Water Department for water main extension or maintenance.

Recently we had three (3) hydrants leaking that had to be repaired or replaced. These hydrants have been in service since 1927.

Money has been appropriated to replace line from Memorial Hall to new housing development on South Main Street. This job will probably be done in the spring when frost is out of the ground. Job will be done in cooperation with the Haley Greystone Corp. who will furnish part of funds.

A bill is pending in the State Legislature to have delinquent water bills placed on annual real estate tax bills as per agreement with the Town of Danvers. Money collected in this way will be sent to the Town of Danvers on the first February of each year from the previous year.

The Water Board has an article in the Warrant pertaining to a Betterment program. This will also be a help to getting water pipe extended as needed.

The Water Board would like to take this opportunity to call to the attention of all users of water that from now on if any trouble develops in their water system outside the building, that they should contact some member of the Middleton Water Board and not the Town of Danvers as Middleton will be responsible for all repairs from now on.

The Water Board wishes to take this opportunity to thank the other Town Departments for their cooperation throughout the year.

Respectfully submitted,

BOARD OF WATER COMMISSIONERS

Benjamin Richardson, Chairman

George W. Nash

Roger M. Peabody, Clerk

REPORT OF HIGHWAY SURVEYOR

To the Honorable Board of Selectmen and the
Citizens of Middleton

I hereby submit my report for the year of 1961.

Snow Removal

1961 was probably the worst year we have had for a long time. January, February and March brought us an abundance of snow. December followed in the same manner.

Chapter 81

The following sreetes were graveled:

| | |
|-----------------------|-----------|
| Lake Street | .12 miles |
| Lake View Road | .10 miles |
| Liberty Street | .55 miles |
| Coppermine Road | .14 miles |

The usual patching and drainage work was done. Guard rails were constructed on Boston Street and River Street.

The following streets were resurfaced:

| | |
|------------------------|------------|
| Essex Street | 1.00 miles |
| Liberty Street | .90 miles |
| Peabody Street | .40 miles |
| School Street | .83 miles |
| Lake View Avenue | .28 miles |
| Perkins Road | .25 miles |
| Beetle Road | .20 miles |

Chapter 90 Construction

Thirteen hundred feet of construction were completed on Forest Street.

Chapter 90 Maintenance

Forest Street was resurfaced for .25 miles. Essex Street was resurfaced for a distance of .80 miles. East Street was also sealcoated for .55 miles.

Storm Drains

One catch basin and drainage was constructed on Phaneuf Street. Drains were extended on Maple Street and East Street.

General Highway

General Highway work consisted of cleaning streets, mowing roadsides, cutting brush, patching, drainage, and spraying brush in cooperation with the Tree Department. A new cesspool and leach bed was constructed at the Highway Garage.

Respectfully submitted,

ALLAN G. MARSHALL

Highway Surveyor

SELECTMEN'S REPORT

To the Citizens of Middleton:

The Board of Selectmen respectfully submit their annual report for the year ending December 31, 1961.

Regular meetings of this Board have been held every Tuesday at 8 P.M. in Memorial Hall.

In its capacity as a Board of Selectmen, Board of Health and Licensing Authority, the Board has had a busy and productive year.

In addition to the regular Town Meeting, two Special Town Meetings on June 20, 1961 and November 14, 1961 were held.

During the past year the Board supervised, in addition to normal expenditures, the following items: Purchase of a new police car, purchase of a new highway sander, printing of Town Reports, and printing and distribution of the re-evaluation booklet.

The last item, which had a \$600.00 appropriation, was completed with a total outlay of \$270.00, of which approximately \$200.00 will be returned to the Town due to the sale of the books.

The Board held numerous public hearings during the year.

Many complaints were received and were handled in a judicious manner, with the hope that matters were settled to the satisfaction of all concerned.

The Forest Street land-taking was completed and checks were distributed.

Acting in its capacity as trustees of the Mansfield Fund, the Board underwrote the expenses of a band concert during June at the St. Agnes Church Bazaar; and a very successful and enjoyable picnic was held for the children of the Town at Pine Island Park during the month of August.

The following special appointments were made: George Nash, Water Commissioner, replacing Donald Aylward who resigned; Roy J. Schneider appointed to the Board of Appeals to replace Donald Aylward who resigned. In conjunction with the School Committee, Robert Brown was appointed to fill the unexpired term of Katherine Fairbanks who resigned. Harold Moore was appointed as Dog Officer to fill the unexpired term of James Wentworth who resigned. Nathan

Hayward was appointed to the Board of Appeals to fill the unexpired term of William Sanborn. Donald Aylward was appointed as alternate to the Board of Appeals to replace Nathan Hayward who was made a regular member.

As directed by the June Special Town Meeting, the Board acquired by deed two parcels of land from the Middleton Development Corporation: Parcel (1) for a School Site, and Parcel (2) reserved for a Playground Site, on a plan entitled "Subdivision Plan, Middleton Farms, dated February 1, 1961." These two acquisitions were made possible by the efforts of the Middleton Planning Board in their dealings with the Middleton Development Corporation. These parcels have now been acquired and the deeds recorded.

Acting as a Board of Health on the above subdivision plan forty-five lots were approved for home construction. All other lots were disapproved pending correction of drainage problems.

A representative of the Board appeared in favor at a public hearing on November 2, 1961 at the State House on the petition of the North Shore Gas Company for authority to carry on its business of making, purchasing, selling and distributing gas in the Town of Middleton. As of December 31, 1961 the gas lines have been extended approximately one-half a mile along Boston Street. It is a requirement, stipulated by the Selectmen and approved by the State, that the gas main be extended to Middleton Square within one year of the November 15th date of the order.

The Board is very grateful to the Town Counsel, Daniel Donovan, for his able assistance given during the past year.

The Board wishes to express its deep appreciation for the assistance, cooperation and devotion to public service given so generously by the department heads, by the members, officers and citizens of the Town.

Respectfully submitted,

BOARD OF SELECTMEN

Wilbur C. Rundlett, Jr., Chairman

Robert G. Gowen, Clerk

Frank T. LeColst

Town of Middleton
REPORT AND RECOMMENDATIONS
OF THE
FINANCE COMMITTEE

TO THE ANNUAL TOWN MEETING MARCH 13, 1962

The Finance Committee is charged with the responsibility of making recommendations to the town on all items of the Budget as well as all articles of the warrant which involve the appropriation of money. In order to discharge this duty, meetings have been held with all Department Heads to discuss the requested amounts. In addition a public meeting was held on February 12, 1962 to solicit further information.

In developing the recommendations, the committee has kept three important factors in mind:

1. Is the item desirable and beneficial to the town as a whole?
2. Is the amount of money requested proper for the job to insure an adequate value for the money supplied?
3. Is the expenditure too expensive for the town's ability to pay?

All proposed expenditures have been weighed against these three factors and the attached Budget is the result.

The recommended Budget totals over \$39,000.00 more than the amounts voted at last year's Town Meeting. In addition, special articles call for the expenditure of \$42,484.50. If the recommendations of the Committee are followed the expenditure will be reduced to \$33,700.00. With the adoption of articles four and five this figure will be reduced by \$19,650.00. However, it is apparent that in any event a total increase in appropriations for all purposes of over \$50,000.00 is likely.

In order to hold the anticipated tax increase to a minimum all departments have been cooperative in holding expenditure increases to bare essentials. In addition all town officials have been asked to forego salary increases for this year.

The Committee would like to express its appreciation to the Board of Selectmen and all Department Heads for their time and cooperation in the preparation of the 1962 Budget.

Respectfully submitted,

J. RUSSELL WALLEN, Chairman

LAURA M. DANSEREAU, Clerk

RICHARD J. FITZPATRICK

STANLEY W. KLOSOWSKI

ANNUAL TOWN WARRANT

March 13, 1962

ARTICLE 1. To hear and Act on Committee Reports.

ARTICLE 2. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of the revenue of the financial year beginning January 1, 1962, and to issue a note or notes therefor payable within one year, and to renew such note or notes as may be given for a period of less than one year, in accordance with Chapter 44, Section 17 of the General Laws.

Recommended

ARTICLE 3. To fix the compensation of elected officers, provide for a Reserve Fund, and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, for the ensuing year.

Committee recommendation set forth in Schedule "A".

ARTICLE 4. To see if the Town will authorize the Board of Assessors to use \$12,000.00 from available funds to reduce the tax rate.

Recommended

ARTICLE 5. On petition of the Electric Light Commissioners, to see if the Town will vote to transfer the sum of \$7,650.00 from the Maintenance and Expense Fund of the Municipal Light Department to the General Fund of the Town, said sum to be used for the reduction of taxes.

Recommended

ARTICLE 6. On petition of the Fire Chief to see if the Town will raise and appropriate the sum of \$8,284.50 to supplement the Fire Department budget, to employ three (3) permanent men, working 56-hour shifts, providing 24-hour coverage.

Not Recommended

ARTICLE 7. On petition of the Fire Chief to see if the Town will vote to accept the provisions of Chapter 48, Sections 42, 43, and 44, of the General Laws of Massachusetts, Ter. Ed.

ARTICLE 8. On petition of the Water Commissioners to see if the Town will accept Chapter 40, Section 42G, 42H, and 42I, of the General Laws of the Commonwealth of Massachusetts, relative to levy of a special assessment to meet the whole or part of the cost thereafter incurred of laying pipes for the conveyance or distribution of water to its inhabitants.

Recommended

ARTICLE 9. To see if the Town will vote to authorize the present School Building Committee, created by Article 3 of the Special Town Meeting of June 20, 1961, to raise and appropriate the sum of \$5,000.00 for the purpose of defraying costs for preliminary planning and the engaging of an architect for a ten-classroom elementary school with core facilities for expansion to twenty rooms, and to do any other acts or take any other action necessary and proper.

Recommended

ARTICLE 10. To see if the Town will vote to accept public law 560, 83rd Congress, as amended, and that the Board of Water Commissioners be authorized to enter into negotiations with the Administrator of the Housing and Finance Agency to apply for Federal funds and the Board of Water Commissioners be authorized to expend the same for surveys, plans and reports with estimates of cost of a Town Water System, in all its various phases, with the understanding that the Town will reimburse the Federal Government for that part of the cost of the surveys allocated to a particular water project, if and when that particular water project is subsequently voted by the Town, said survey to be made by an engineer approved by the Administrator, and that the Town authorizes the Treasurer, with the approval of the Selectmen, to borrow from the United States Government under the terms of Public Law 560, as amended, for the purpose of making said survey for the Town of Middleton, Massachusetts.

ARTICLE 11. To see if the Town will vote to raise and appropriate, or transfer from unappropriated available funds in the treasury, a sum not exceeding \$25,000 for the purpose of providing the Town's share of the cost of the Regional District School Committee to pay

for an architect, or other professional services, to draw plans and specifications for a regional junior high school to be erected on land already owned by the Regional School District, in accordance with the original agreement with the towns of Boxford and Topsfield establishing the Regional District as amended by vote of the member towns in 1961, and to direct the Town Treasurer to pay over said sum to the Regional District School Committee to be used only in conjunction with funds appropriated by the other two member towns for this purpose.

“Finance Committee will make a recommendation at the Town Meeting”.

ARTICLE 12. To see if the Town will vote to establish the charges of the Wire Inspector for permits as follows: Temporary service, 5 months, \$1.00; extension, 2 months, \$1.00; oil burner permit, \$1.00; one to six outlets, \$.75; over six outlets \$1.50; said sums to be collected by the wire inspector and to be paid to the Town Treasurer.

Recommended

ARTICLE 13. On petition of the Highway Surveyor to see if the Town will vote to raise and appropriate the sum of \$4,500.00 to be expended for the purchase of a new International Dump Truck, in accordance with specifications set forth by the Highway Surveyor; \$1,000 to be taken from road machinery fund and \$3,500 to be raised by taxation, or take any other action thereto.

Recommended

ARTICLE 14. On petition of Donald H. Hall and others, to see if the Town will vote to appropriate and expend the sum of \$500.00 for the purpose of numbering the street lots in the Town.

Not Recommended

ARTICLE 15. On petition of Clarence Osgood, Jr., to see if the Town will vote to amend the By-Laws as adopted March 15, 1959, by striking out Part 2, Prudential Affairs and Internal Police, I, Paragraph 2, and substituting therefor: “No person shall fire or discharge any firearms or explosives of any kind within the limits of any highway, park or other public property except with the permission of the Board of Selectmen; or on any private property, except with the consent of the owner or legal occupant thereof;

provided, however, that this by-law shall not apply to the lawful defense of life or property, nor to any law enforcement officer acting in the discharge of his duties."

ARTICLE 16. On petition of Richard J. Nally, Jr. and Franklin P. Pomroy, and others, to see if the Town will vote to put out for bid the total amount of gasoline and oil used on a yearly basis for vehicle and equipment. The gasoline delivered may be regularly and continually sampled and a minimum rating of 90 Octane maintained. Parts thereof may be sampled by State Inspectors, or as the Selectmen may elect. Samples shall be collected, prepared and analyzed by representatives of the Town, in accordance with methods adopted by the American Society for Testing Materials. Bidders shall enclosed Approximate Typical Specification Data of the products they plan to furnish under this proposal. All products are to meet the specification of the U. S. Bureau of Standards.

ARTICLE 17. On petition of Stanley W. Klosowski and others, to see if the Town will vote to authorize the Town Moderator to appoint a Committee of five citizens of the Town of Middleton to investigate the advisability of adopting the Town Manager form of government. The Committee shall be composed of the Town Clerk and four other citizens. This committee shall bring in a recommended town charter for action at the next Annual Meeting.

ARTICLE 18. To see if the Town will vote to discontinue the general distribution of Town Reports from door to door, and to make the same available at the office of the Town Clerk, Tax Collector and Selectmen's Office upon request of a citizen of the Town, or take any other action thereto.

ARTICLE 18. To see if the Town will vote to accept the provisions of Chapter 40, Section 8C of the General Laws, Ter. Ed., by establishing a Conservation Commission for the promotion and development of natural resources, and for the protection of watershed resources. Said commission to consist of three members appointed by the Selectmen; the terms of the respective members to be 1, 2 and 3 years, and their successors to be appointed for a term of three years respectively, or take any other action thereto.

ARTICLE 20. To see if the Town will vote to accept the provisions of Chapter 40, Section 8A of the General Laws, Ter. Ed. and establish a Development and Industrial Commission for the promo-

tion and development of the industrial resources of the Town. Said Commission to consist of five members to be appointed by the Selectmen; the terms of the members of the Commission to be so arranged that one member's term expires each year and the successor to be appointed for a term of five years, or take any other action thereto.

Recommended

ARTICLE 21. On petition of the Board of Selectmen to see if the Town will vote to amend the By-Laws, Part Two, entitled Prudential Affairs and Internal Police, by adding the following section: "VI — Gas Inspector — The Selectmen shall on May 1st of each year appoint an Inspector of Gas Pipes and Gas Appliances in building, whose duties shall be the enforcement of rules and regulations established by the Board of Health." or take any other action thereto.

ARTICLE 22. On petition of the Board of Selectmen to see if the Town will vote to appropriate the sum of \$100.00 for the salary and \$100.00 for expenses, (Total \$200.00) for the Plumbing and Gas Inspector, or take any other action in relation thereto.

Recommended

SCHEDULE "A" — 1962 BUDGET

| Item No. | Item | Average Expended 1958-1960 | 1961 Expended | Recommended 1962 |
|-------------------------------------|-----------------------------|----------------------------|---------------|------------------|
| GENERAL GOVERNMENT — 3.53% OF TOTAL | | | | |
| | Moderator | | | |
| 1. | Salary | \$ 50.00 | \$ 50.00 | \$ 50.00 |
| | Finance Committee | | | |
| 2. | Expenses | 44.90 | 45.00 | 100.00 |
| | Selectmen | | | |
| 3. | Salaries | 1,500.00 | 1,500.00 | 1,500.00 |
| 4. | Expenses | 444.92 | 441.24 | 500.00 |
| 5. | Clerk | 416.67 | 450.00 | 450.00 |
| | Accountant | | | |
| 6. | Salary | 1,466.67 | 1,600.00 | 1,600.00 |
| 7. | Expenses | 71.42 | 125.00 | 150.00 |
| 8. | Office Equipment | | 500.00 | |
| | Treasurer | | | |
| 9. | Salary | 1,466.67 | 1,600.00 | 1,600.00 |
| 10. | Expenses | 907.89 | 1,143.11 | 1,100.00 |
| 11. | Tax Titles | 456.57 | 1,000.00 | 1,000.00 |
| | Collector | | | |
| 12. | Salary and Wages | 2,500.00 | 2,840.00 | 2,840.00 |
| 13. | Expenses | 794.10 | 916.24 | 1,100.00 |
| | Assessors | | | |
| 14. | Salaries | 1,800.00 | 1,800.00 | 1,800.00 |
| 15. | Expenses | 1,017.30 | 1,664.06 | 1,800.00 |
| 16. | Revaluation | | 2,350.00 | |
| | Counsel | | | |
| 17. | Salary | 933.33 | 1,000.00 | 1,000.00 |
| 18. | Expenses | 155.10 | 108.00 | 100.00 |
| | Clerk | | | |
| 19. | Salary | 700.00 | 700.00 | 700.00 |
| 20. | Expenses | 348.88 | 346.94 | 350.00 |
| | Elections and Registrations | | | |
| 21. | Salaries | 300.00 | 200.00 | 400.00 |
| 22. | Expenses | 1,180.94 | 837.16 | 1,500.00 |
| | Planning Board | | | |
| 23. | Expenses | 245.81 | 117.50 | 600.00 |

| Item No. | Item | Average Expended 1958-1960 | 1961 Expended | Recommended 1962 |
|----------|---------------|----------------------------|---------------|------------------|
| | Town Hall | | | |
| 24. | Salary | 480.00 | 480.00 | 480.00 |
| 25. | Expenses | 763.90 | 733.99 | 800.00 |
| | Memorial Hall | | | |
| 26. | Salary | 440.00 | 480.00 | 480.00 |
| 27. | Expenses | 2,200.76 | 2,182.38 | 2,000.00 |
| 28. | Special | 310.75 | 310.81 | 500.00 |
| | TOTALS | 20,996.58 | 25,521.43 | 24,500.00 |

PUBLIC SAFETY — 5.35% OF TOTAL

| | | | | |
|-----|--------------------------------|----------|----------|-----------|
| | Constable | | | |
| 29. | Salary | 35.00 | 35.00 | 35.00 |
| | Police | | | |
| 30. | Chief's | | | |
| | Salary | 5,060.00 | 5,720.00 | 5,720.00 |
| 31. | Patrolman's | | | |
| | Salary | | | 3,510.00 |
| 32. | Wages | 3,409.82 | 4,029.25 | 3,900.00 |
| 33. | Expenses | 2,763.09 | 2,787.07 | 3,275.00 |
| 34. | Car | | 1,600.00 | |
| | Civil Defense | | | |
| 35. | Expenses | 93.53 | 93.10 | 500.00 |
| | Fire Department | | | |
| 36. | Salaries | 2,593.57 | 3,228.00 | 3,550.00 |
| 37. | Expenses | 8,112.97 | 9,614.49 | 11,005.00 |
| | Building Inspector | | | |
| 38. | Salary | 500.00 | 500.00 | 500.00 |
| 39. | Expenses | 200.00 | 200.00 | 200.00 |
| 40. | Printing Building | | | |
| | Laws | | 160.00 | |
| | Board of Appeals | | | |
| 41. | Expenses | 295.26 | 738.45 | 500.00 |
| | Wire Inspector | | | |
| 42. | Salary | 300.00 | 300.00 | 300.00 |
| 43. | Expenses | 126.67 | 130.00 | 130.00 |
| | Sealer of Weights and Measures | | | |
| 44. | Salary | 158.33 | 175.00 | 175.00 |
| 45. | Expenses | 75.00 | 75.00 | 75.00 |

| Item No. | Item | Average Expended 1958-1960 | 1961 Expended | Recom- mended 1962 |
|----------|---------------------|-------------------------------|------------------|--------------------------|
| | Forestry Department | | | |
| 46. | Forestry Expenses | 1,606.49 | 1,492.42 | 1,500.00 |
| 47. | Moth Expenses | 1,163.03 | 1,200.00 | 625.00 |
| 48. | Dutch Elm Control | 1,477.36 | 1,500.00 | 1,000.00 |
| 49. | New Trees | 299.33 | 300.00 | 300.00 |
| | Dog Officer | | | |
| 50. | Salary | 100.00 | 100.00 | 200.00 |
| 51. | Expenses | 216.67 | 144.00 | 140.00 |
| | TOTALS | 28,586.12 | 34,121.78 | 37,110.00 |

HEALTH AND SANITATION — 1.04% OF TOTAL

| | | | | |
|-----|---------------------------|----------|----------|----------|
| | Board of Health | | | |
| 52. | Salaries | 320.00 | 320.00 | 320.00 |
| 53. | Expenses | 2,968.54 | 2,240.16 | 2,500.00 |
| | Dental Clinic | | | |
| 54. | Expenses | 1,135.99 | 908.59 | 1,500.00 |
| | Community Health Program | | | |
| 55. | Expenses | 2,500.00 | 2,500.00 | 2,500.00 |
| | Inspector of Animals | | | |
| 56. | Salary | 145.00 | 200.00 | 200.00 |
| 57. | Expenses | 100.00 | 100.00 | 100.00 |
| | Inspector of Slaughtering | | | |
| 58. | Salary | 44.00 | 50.00 | 50.00 |
| | TOTALS | 7,213.53 | 6,318.75 | 7,170.00 |

| Item No. | Item | Average Expended 1958-1960 | 1961 Expended | Recommended 1962 |
|---|--|----------------------------|------------------|------------------|
| HIGHWAY DEPARTMENT — 10.12% OF TOTAL | | | | |
| 59. | Road Machinery Account (From Road Machinery Fund) | 3,721.08 | 4,498.31 | 5,000.00 |
| 60. | Surveyor Salary (available from dept. funds) | 4,333.33 | 5,200.00 | 5,200.00 |
| 61. | Expenses | 6,173.79 | 8,500.00 | 8,500.00 |
| 62. | Chapter 81 | 5,258.33 | 5,875.00 | 5,875.00 |
| 63. | Chapter 81 State* | 9,075.00 | 9,075.00 | 9,075.00 |
| 64. | Chapter 90 Construction | 2,821.33 | 3,000.00 | 3,500.00 |
| 65. | Chapter 90 County & State* | 7,500.00 | 8,351.25 | 10,500.00 |
| 66. | Chapter 90 Maintenance | 2,000.00 | 2,000.00 | 2,000.00 |
| 67. | Chapter 90 State* | 1000.00 | 1,000.00 | 1,000.00 |
| 68. | Snow Removal | 11,643.00 | 15,967.37 | 13,000.00 |
| 69. | Storm Drains | 924.38 | 1,250.00 | 1,000.00 |
| 70. | Fencing | | 1,699.00 | |
| 71. | Oak Road Special | | 1,000.00 | |
| 72. | Street Lighting | 4,766.67 | 5,500.00 | 5,500.00 |
| 73. | Middleton Square Parking Signs | | 25.75 | |
| TOTALS | | 59,216.91 | 72,941.68 | 70,150.00 |

* Amount to be taken from surplus revenue, and when received from State and County Reimbursement to be returned to Surplus Revenue.

CHARITIES — 7.13% OF TOTAL

| | | | | |
|---------------|------------------------|------------------|------------------|------------------|
| 74. | Welfare District | | | |
| | Administration | 1,356.33 | 1,883.00 | 1,883.00 |
| | Public Welfare | | | |
| 75. | Salaries | 800.00 | 900.00 | 900.00 |
| 76. | Expenses | 73.06 | 77.92 | 150.00 |
| 77. | General Relief Aid | 7,741.22 | 3,851.58 | 5,000.00 |
| 78. | Old Age Assistance | 26,544.31 | 10,194.25 | 11,500.00 |
| | Federal Grant | | (19,346.42) | |
| 79. | Medical Aid for Aged | | 14,943.21 | 17,000.00 |
| 80. | Federal Grant | | (7,086.02) | |
| 81. | Aid Dependent Children | 5,204.92 | 6,681.88 | 8,000.00 |
| 82. | Federal Grant | | (4,654.70) | |
| 83. | Disability Assistance | 2,251.15 | 2,938.76 | 5,000.00 |
| 84. | Federal Grant | | (722.38) | |
| TOTALS | | 43,970.99 | 41,470.60 | 49,433.00 |

VETERANS' SERVICES — 1.48% OF TOTAL

| | | | |
|-------------------|-----------------|------------------|------------------|
| Veterans' Agent | | | |
| 85. Salary | 250.00 | 250.00 | 250.00 |
| 86. Expenses | 1.67 | | 25.00 |
| 87. Veterans' Aid | 8,086.21 | 9,921.30 | 10,000.00 |
| TOTALS | 8,337.88 | 10,171.30 | 10,275.00 |

SCHOOL DEPARTMENT — 61.35% OF TOTAL

| | | | |
|---|-------------------|-------------------|-------------------|
| Howe Manning School | | | |
| 88. Salaries | 110,697.42 | 128,916.28 | 143,178.00 |
| 89. Expenses | 54,807.40 | 35,421.87 | 35,135.00 |
| 90. Supt. out of state travel | | | 200.00 |
| 91. Masconomet Regional School District | | 222,353.05 | 246,162.10 |
| 92. Vocational Education | 1,126.04 | 391.30 | 600.00 |
| TOTALS | 166,630.86 | 387,082.50 | 425,275.10 |

LIBRARY DEPARTMENT — .72% OF TOTALS

| | | | |
|-------------------------|-----------------|-----------------|-----------------|
| 93. Salaries | 1,682.00 | 2,667.63 | 3,000.00 |
| 94. Expenses | 3,140.17 | 2,792.06 | 2,000.00 |
| 95. Plus Dog Tax Refund | | | 651.79 |
| TOTALS | 4,822.17 | 5,459.69 | 5,651.79 |

RECREATION — .20% OF TOTALS

| | | | |
|-------------------|-----------------|-----------------|-----------------|
| 96. Park Expenses | 1,271.73 | 1,397.58 | 1,400.00 |
| TOTALS | 1,271.73 | 1,397.58 | 1,400.00 |

UNCLASSIFIED — 3.36% OF TOTAL

| | | | |
|-------------------------------|------------------|------------------|------------------|
| 97. Retirement Assessment | 5,864.55 | 6,086.51 | 6,375.21 |
| 98. Printing Town Reports | 1,112.03 | 1,554.60 | 1,500.00 |
| 99. Memorial Day | 413.69 | 476.33 | 500.00 |
| 100. Insurance | 6,371.97 | 6,822.92 | 6,420.00 |
| 101. MV Liability Insurance | 2,451.91 | 2,306.07 | 2,450.00 |
| 102. Christmas Lighting | 43.75 | 27.93 | 50.00 |
| 103. Reserve Fund | 1,713.84 | 2,000.00 | 2,000.00 |
| 104. Blue Cross - Blue Shield | | 5,902.32 | 3,400.00 |
| 105. Group Insurance | | 1,008.12 | 600.00 |
| TOTALS | 17,971.74 | 26,184.80 | 23,295.21 |

PUBLIC SERVICE ENTERPRISES

| | | | |
|---------------------------|---------------------|------------|-----------------------|
| Electric Light Department | | | |
| 106. | Salaries | 9,365.33 | 10,636.00 11,000.00 |
| 107. | Wages | 18,670.12 | 19,912.31 22,000.00 |
| 108. | Energy | 111,513.23 | 126,227.79 138,000.00 |
| 109. | Expenses | 17,700.10 | 19,955.47 20,000.00 |
| 110. | Line Clearance | 1,665.71 | 973.80 1,800.00 |
| 111. | Depreciation | 9,034.95 | 10,000.00 16,000.00 |
| 112. | Emergency Fund | | 1,000.00 |
| 113. | South Main St. Lts. | | 403.00 |
| TOTALS | | 152,019.44 | 188,108.37 209,800.00 |

WATER DEPARTMENT — .38% OF TOTAL

| | | | |
|--------|-----------------|----------|-------------------|
| 114. | Salaries | 300.00 | 450.00 450.00 |
| 115. | Office Expenses | | 163.94 200.00 |
| 116. | Maintenance | 3,028.97 | 1,974.95 2,000.00 |
| TOTALS | | 3,328.97 | 2,588.89 2,650.00 |

CEMETERIES — 1.07% OF TOTAL

| | | | |
|------|-------------------------|----------|-------------------|
| 117. | Commissioners Salaries | 60.00 | 60.00 60.00 |
| 118. | Supt. of Burials Salary | 30.00 | 30.00 30.00 |
| 119. | Expenses | 5,897.05 | 5,748.92 5,800.00 |
| 120. | Opening Graves | 1,050.83 | 1,610.90 1,500.00 |
| 121. | Hot Top | | 500.00 |
| | | 7,037.88 | 7,949.82 7,390.00 |

MATURING DEBT & INTEREST — 4.27% OF TOTAL

| | | | |
|--------------|-----------------------------|------------|-----------------------|
| 122. | School Addition Loan - 1950 | 10,000.00 | 10,000.00 10,000.00 |
| 123. | School Addition Loan - 1956 | 10,000.00 | 10,000.00 10,000.00 |
| 124. | Fire-Highway Building Loan | 5,000.00 | 5,000.00 |
| 125. | Fire Truck Loan | 3,000.00 | 3,000.00 3,000.00 |
| 126. | Interest | 8,849.12 | 7,225.42 6,600.00 |
| TOTALS | | 36,849.12 | 35,225.42 29,600.00 |
| GRAND TOTALS | | 406,234.48 | 656,434.24 693,248.31 |

ANNUAL REPORT

SCHOOL COMMITTEE

Town of
Middleton



for the Year Ending December 31,
1961



SCHOOL REPORT

School Committee

| | |
|----------------------------------|-------------------|
| MRS. ROSAMOND BASTABLE, Chairman | Term Expires 1964 |
| MR. NORMAN NATHAN, Secretary | Term Expires 1964 |
| MR. ROBERT BROWN | Term Expires 1962 |
| MR. A. CHANDLER HADLEY | Term Expires 1962 |
| MR. DAVID V. HARDING | Term Expires 1963 |

SUPERINTENDENT-PRINCIPAL

GEORGE E. PORT, JR.

Office: Howe-Manning School

Tel. SPring 4-3517

Office Hours — 8:30 A.M. - 4:00 P.M. — Monday through Friday

School Calendar

1962

Open January 2, 1962

Close February 16, 1962

VACATION — ONE WEEK

Open February 26, 1962

Close April 13, 1962

VACATION — ONE WEEK

Open April 23, 1962

Close June 20, 1962

SUMMER VACATION

Open September 4, 1962

Close December 21, 1962

SCHOOL HOLIDAYS

Good Friday May 30 October 12 November 12 and 22

(and such other days as the School Committee may designate)

The School Calendar may be subject to change.

No School Signals

The following no school signals have been adopted:

- a. 2-2-2 blast on the fire alarm.
- b. 2 blasts at the B. B. Chemical Company.
- c. Street lights on for three minutes.
- d. Radio Stations WBZ and WESX will carry an announcement on their regular no school broadcasts.

The Signal for the Howe-Manning School will be at 7:15 A.M.

SCHOOL CENSUS

October 1, 1961

| Age | Girls | Boys | Total |
|--|-------|------|-------|
| 5-7 | 77 | 94 | 171 |
| 7-16 | 304 | 336 | 640 |
| <hr style="width: 20%; margin: 10px auto;"/> | | | |
| 4-5 | 43 | 34 | 77 |
| 3-4 | 35 | 38 | 73 |
| 2-3 | 47 | 44 | 91 |
| 1-2 | 34 | 35 | 69 |
| Under one year | 38 | 22 | 60 |

Age of School Admission

All children born on or before December 31, 1956 are eligible to attend school in the coming fall term. No entrance tests for children under the age requirements will be given.

Employment Certificates

Certificate for the employment of minors between the ages of 14-18 may be obtained at the Superintendent-Principal's office during regular office hours.

HOWE-MANNING SCHOOL

Corps of Teachers 1961-1962

| Name | | Date of | |
|-----------------------------|--------------------------------|-------------------|------------|
| | | Grade Appointment | |
| Eugene C. Winter, Jr., B.S. | Lowell Teachers Co. | Prin. | Sept. 1958 |
| Judith Burke, B.S. | Salem Teachers Col. | 1 | Sept. 1959 |
| Catherine Devane | Lesley College | 1 | Sept. 1937 |
| Lucille K. Nanis, B.A. | Barnard College | 1 | Sept. 1960 |
| Phyllis Smith, B.S. | Suffolk University | 1 | Sept. 1961 |
| Marie Davis, B.A. | Emmanuel College | 2 | Sept. 1960 |
| Villa Lavorgna | Farmington State Teachers Col. | 2 | Sept. 1960 |
| Georgia Lewis, B.S. | Boston University | 2 | Sept. 1958 |
| Eleanor Cassidy, B.S. | Salem Teachers Col. | 3 | Sept. 1955 |
| Grace Fall | Keene (N.H.) Teachers College | 3 | Dec. 1961 |
| Linda Paravano, B.S. | Columbia University | 3 | Sept. 1961 |
| Susan Abend, B.S. | Boston University | 4 | Sept. 1961 |
| Lorraine Beattie, B.S. | Gordon College | 4 | Sept. 1960 |
| Marilyn Finnegan, B.S. | Salem Teachers Co. | 4 | Sept. 1960 |
| J. Nellie Johnston, B.S. | Salem Teachers Co. | 5 | Sept. 1949 |
| Rosalie Schindel, B.S. | Univ. of Wisconsin | 5 | Sept. 1961 |
| Phyllis Seiberg, B.S. | Boston University | 5 | Sept. 1961 |
| Janet Foley, B.S. | Gordon College | 6 | Sept. 1961 |
| Eugene C. Winter, B.S. | Lowell Teachers Col. | 6 | Sept. 1954 |
| Ruth Chasse, M.Ed. | Leslie College | Ungraded | |
| | | | Sept. 1958 |
| Edward Bruzzo, B.S. | Tufts University | Art | Sept. 1953 |
| James Boujoukos | N. E. Conservatory of Music | Music | Sept. 1961 |
| Henrietta Giannino, M.A. | New York University | Phy. Ed. | |
| | | | Sept. 1960 |
| Rose Durgin, M.Ed. | Boston University | Reading | |
| | | | Sept. 1957 |
| Jane Seastrom | Emerson College | Speech | |
| | | | Sept. 1961 |

HOWE MANNING SCHOOL (Continued)

Staff Members 1961-1962

| Name | | Date of Grade Appointment | |
|------------------------|----------------------------|----------------------------------|------------|
| William C. Wiswall, | Bowdoin College | | |
| M.D. | Boston Univ. | Physician | Sept. 1960 |
| Leo P. Beninato, | University | | |
| D.D.S. | Georgetown | Dentist | Sept. 1959 |
| Phyllis S. Brown, R.N. | Union Hospital | Nurse | June 1960 |
| Barbara T. Clarke | | Secretary | June 1961 |
| Marjorie Comack | Fisher Business College | Clerk | Dec. 1959 |
| Mary King, B.S. | Univ. of N.H. | Cafeteria Mgr. | Aug. 1958 |
| Mary Silva | | Cafeteria Worker | Sept. 1955 |
| Lorayne Hocter | | Cafeteria Worker | Sept. 1957 |
| Myrtle Boardman | | Cafeteria Worker | Sept. 1958 |
| Helen Doucette | | Cafeteria Worker | Sept. 1959 |
| Perley Lovelace | | Head Custodian | June 1957 |
| T. Myron Reynolds | | Custodian and Attend. Officer | May 1960 |

REPORT OF THE SCHOOL COMMITTEE

The School Committee submits its annual report for the year 1961 to the citizens of the Town of Middleton.

The committee, aware that the largest part of the town's tax dollar goes toward education and thoroughly in tune with its citizens' demands for economy, has made every effort to keep the school budget within reasonable bounds. At the same time, we must all understand the importance of good education, for a good school system is not only important to our own townspeople, but vital to the well being of our nation in these perilous times. The greatest portion of a school budget (approximately 80 per cent of it, in fact) goes toward salaries. And salaries are important in competing with neighboring towns for the best teachers available. In order that Middleton might compete favorably, the committee felt it necessary to make adjustments in its salary schedule.

The committee also feels that it is essential to have an informed citizenry. To keep the town informed, the committee has kept the newspapers that serve this area cognizant of its activities. In addition to detailed reports of all meetings, agendas are printed in advance and townspeople have been encouraged to contact the Superintendent-Principal whenever they wish to address the committee. Regular meetings are held the second Thursday of every month at the Howe-Manning School.

Mrs. Katherine Fairbanks resigned from the school committee in October, 1961. Mr. Robert Brown was appointed to fill the interim until the election in March, 1962.

The committee again suspended its policy relating to the distance children must live from the Howe-Manning School before they can ride the school bus. The State of Massachusetts does not reimburse towns for pick ups less than a mile and a half from the school. However, it was agreed that because of the lack of sidewalks and the young age of the children, it was necessary, in the interests of safety, to pick up many children who lived closer. As a result, more than \$6,600 must be paid for transportation that is not reimbursable. The committee suggests the advisability of the town considering the construction of sidewalks in some areas.

During the early fall of 1961, the increase in tension in the world situation caused the committee to ponder the school's role in the event of a national emergency. Realizing that the largest gathering in town during the day is in the school, the committee began a

series of discussions on civil defense and what the school department could do to protect the more than 450 children in its charge. Meetings were held with the selectmen and the town's civil defense director. An advisory committee, under the direction of the school committee, was formed to work out the many problems in this area.

Another problem that increased in intensity during 1961 was growth of the number of children in town. The committee feels that the increase in population is creating the need for a second elementary school. Specifications and ideas for such a building have been discussed and presented to the school building committee. The school committee strongly urges its townspeople to begin thinking in terms of a new school before serious overcrowding takes place, resulting in inferior education for our children.

The Superintendent-Principal's report discusses the attempt to initiate a summer school program. Although, it failed to win support to make it feasible in 1961, the school committee hopes that there will be enough interest in it, to be put into effect in 1962. Since there would be a slight tuition charge, the program would be self-supporting.

The committee is proud of its accomplishments in 1961. It wants, of course, to do even better in 1962 and in the years to come. Because all of the members of the committee feel so strongly about the importance of education, it is hoped that the townspeople of Middleton will attend its meetings and speak out on vital issues affecting our school and all schools throughout America today.

Respectfully submitted,

MIDDLETON SCHOOL COMMITTEE

Rosamond Bastable, Chairman

Norman Nathan, Secretary

David V. Harding

Rev. A. Chandler Hadley

Robert Brown

ENROLLMENT STATISTICS

AGE-GRADE DISTRIBUTION - October 1, 1961

| Age | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | Totals |
|----------|----|----|----|----|----|----|----|----|----|----|--------|
| Grade | | | | | | | | | | | |
| I | 18 | 66 | 8 | | | | | | | | 92 |
| II | | 12 | 56 | 7 | 1 | | | | | | 76 |
| III | | | 11 | 52 | 8 | 1 | | | | | 72 |
| IV | | | | 17 | 40 | 11 | 1 | | | | 69 |
| V | | | | | 19 | 40 | 10 | | | | 69 |
| VI | | | | | | 4 | 48 | 7 | 3 | 1 | 63 |
| Ungraded | | | | 4 | 3 | 1 | | 1 | | | 9 |
| Totals | 18 | 78 | 75 | 80 | 71 | 57 | 59 | 8 | 3 | 1 | 450 |

TEACHER-GRADE DISTRIBUTION

October 1, 1961

| Teacher | Grade 1 | Grade 2 | Grade 3 | Grade 4 | Grade 5 | Grade 6 | Ungraded | Totals |
|---------------|---------|---------|---------|---------|---------|---------|----------|--------|
| Miss Burke | 23 | | | | | | | 23 |
| Miss Devane | 22 | | | | | | | 22 |
| Mrs. Manis | 23 | | | | | | | 23 |
| Miss Smith | 24 | | | | | | | 24 |
| Mrs. Davis | | 27 | | | | | | 27 |
| Mrs. Lavorgna | | 27 | | | | | | 27 |
| Mrs. Lewis | | 22 | | | | | | 22 |
| Mrs. Cassidy | | | 28 | | | | | 28 |
| Mrs. Fall | | | 21 | | | | | 21 |
| Miss Paravano | | | 23 | | | | | 23 |
| Mrs. Abend | | | | 25 | | | | 25 |
| Mrs. Beattie | | | | 20 | | | | 20 |
| Miss Finnegan | | | | 24 | | | | 24 |
| Mrs. Johnston | | | | | 22 | | | 22 |
| Mrs. Schindel | | | | | 22 | | | 22 |
| Mrs. Seiberg | | | | | 25 | | | 25 |
| Miss Foley | | | | | | 31 | | 31 |
| Mr. Winter | | | | | | 32 | | 32 |
| Miss Chasse | | | | | | | 9 | 9 |
| Totals | 92 | 76 | 72 | 69 | 69 | 63 | 9 | 450 |

REPORT OF THE SUPERINTENDENT- PRINCIPAL

To the Middleton School Committee:

Herein is submitted my fourth annual report as Superintendent of the Middleton School System and Principal of the Howe-Manning School.

CURRICULUM AND EDUCATIONAL PLANNING

As has been the case in the past, our focus this year has been in the direction of curriculum and educational planning. In June I was able to report to the School Committee the results of nationally standardized tests administered to all the children in grades one through six. These tests indicated our progress for the school year 1960-1961 and aided us in judging the various programs inaugurated or continued during this past school year.

At the first grade level, we found that children who had experienced kindergarten training, when grouped in one classroom, were able to progress at a faster rate than when mixed with children without this advantage. Test scores showed that by the end of the school year the more experienced class had achieved a full year above the expected performance of a first grade class.

The first grade children who had been selected to be trained according to the Gillingham System also scored very well according to these tests, especially in the areas of Reading Vocabulary, English and Spelling.

Two organizational patterns, homogeneous grouping in grades 2 through 6, and Joplin Planning in grades 4 through 6, have again proven to be effective. With a span of 7 months between the administering of standardized tests, the expected gain should be 7 months, but in the second grade the average gain for the 3 classes was 15, 17 and 24 months. In the third grade, the gains were 10, 18 and 10 months. In the fourth grade the gains were 8, 15 and 9 months. In the fifth grade the gains were 8 and 12 months. In both sixth grades the gains were 9 months. Thus it can be seen that in no instance did even a slower division gain as little as we would expect of an average division.

An Honor Roll has been instituted in an effort to encourage the children to perform at still higher levels of competency.

The teaching staff continued to develop and revise certain curriculum areas according to present needs. The Library Committee has completed the author-title-subject card catalogue so that the library may now function in the same manner as a Public Library. The Audio-Visual Aids Committee has completed a cross-indexed card catalogue of filmstrips owned by the school, and also a file of pictures and important magazine articles. The Language Arts Committee recommended a new textbook which has been purchased for grades 2 through 6. Extensive revision of the Language Arts program is being continued by the Committee this year.

This past year an attempt was made to have a self-supporting Summer School Session for (1) children who were having scholastic difficulties and (2) children who wanted to progress still further in "the wonderful world of knowledge." Although the response was not sufficient to warrant such a session, it is hoped that when this opportunity is offered next Spring parents will have their children take advantage of it.

PUBLIC RELATIONS

The series of seminar-type sessions, which were offered to parents a year ago, has been continued. These sessions include discussion on matters of intelligence, achievement, discipline, retention, curriculum plans for the future and many other subjects of interest to parents. These small group discussions also afford the opportunity to obtain at first hand answers to many questions. In several instances, suggestions by parents in these groups have been adopted by the administration.

Teacher-parent conferences have been continued on the second Wednesday of certain months. These scheduled half-hour sessions have afforded a fine opportunity for parents and teachers to discuss common matters of interest with the child's records at hand without interruptions.

CAPITAL OUTLAY AND MAINTENANCE

Due to the fact that several forced entries have been made into the building in past years, a burglar alarm unit has been installed in the school and is connected by a direct telephone line to the home of the Chief of Police.

In an effort to increase the efficiency and productivity of the school office, a copy machine was purchased and has already been of great use.

The last remaining classroom floor has been tiled and has proved to be of benefit not only in making the room more pleasant but in making the cleaning of the floors much more efficient.

The inventory and numbering of all school property, begun a year ago, was completed this year and will prove to be of benefit to insurance companies as well as affording us the opportunity to conserve funds through a more sensitive purchasing system.

The old fashioned fixtures on thirty-eight of the window shades were replaced by more modern and easier-to-operate fixtures.

The temperature controls are once again under contract with the Minneapolis-Honeywell Corporation so that all problems of underheating or overheating caused by malfunction are repaired or adjusted in a matter of hours.

AUXILIARY AGENCIES

The school dental clinic continues to instruct the children in proper oral hygiene and thereby has been of special service to all the children.

The very fine work of the School Nurse has been most appreciated by the staff at Howe-Manning and has resulted in commendations from state authorities and the Masconomet Regional High School Health Authorities.

A source of unceasing amazement to me has been the very fine program of our school cafeteria where ever-better meals are being served at a more economical cost to the school.

The unselfish group of P.T.A. members again this year continued its work of selling United States Savings Stamps under the direction of Mrs. Willis Esty. During the year, Mrs. James Stewart, Mrs. Joseph Connor and Mrs. James Mansfield have aided Mrs. Esty in this project which releases the teachers from this responsibility, thereby saving valuable class time. The Superintendent-Principal is currently organizing a group of P.T.A. members to be known as the Library Committee. The function of this Committee will be (1) to help children select books, (2) receive returned books and replace them on the shelves, and (3) process books taken out by children. This committee will greatly extend the service we provide for our children and at the same time relieve Miss Durgin, Remedial Reading Supervisor, to accomplish up to three hours a week more remedial work with children who need this instruction.

CONCLUSION

It is my solemn responsibility to call attention to the fact that in September of 1962, we will be utilizing twenty-two teaching stations in a building designed for twenty such stations. In September of 1963, we will undoubtedly find ourselves making use of the gymnasium as a classroom once again. In a situation where the school program is confronted with curtailed facilities, the educational offerings and the level of achievement are necessarily affected. In light of this, plus the fact that it will take two years to go through the various steps necessary to construct another school, I feel the town must consider the gravity of the situation.

It is our hope that the citizens will feel free to seek out all available information about the school and its procedures, for a knowledgeable citizenry is a strong citizenry, and a strong citizenry will help us to overcome the problems which often seem insurmountable to a teaching faculty.

Again, I promise the complete cooperation of the entire faculty in an effort to offer the best education possible to the children of the town.

For their marvelous cooperation through the past year I wish to express my thanks to the entire staff, the school committee, and the citizens of the Town of Middleton.

Parents and teachers alike share in the making of a life for each child in our care. When Almighty God judges our stewardship, may we all be judged worthy.

Respectfully submitted,

GEORGE E. PORT, JR.

Superintendent-Principal

REPORT OF SCHOOL NURSE

To the Superintendent-Principal, Howe-Manning School:

During the year 1961 the following health programs were carried out at the Howe-Manning School.

The Massachusetts Vision Test was given to 452 children with 38 failures. All of these failures, after re-testing, were reported in writing to the parents and most have been or are presently under treatment.

Hearing tests were given to 451 children with 27 failures. These children were all referred to their own physicians and I am pleased to say that most of them have been seen by private physicians. The hearing tests are done individually by means of an audiometer and the failures are rechecked before a written notice of failure is sent home.

The Mantoux Test was given to children in Grades 1 and 6. In this test a drop of harmless liquid tuberculin is put into the skin. The Essex County Health Association and state health officials feel this test is more accurate than the patch testing done in the past. Only 4 positive reactions were found and follow-up visits were made to the homes.

Physical examinations were given to children in grades 1 and 4 in the Fall of 1960 and Spring of 1961. A total of 86 children were given complete physicals by Dr. William Wiswall, the School Physician, with many mothers present. Sixty-eight of the children went to their own physicians for examinations. Reports of defects were sent home in writing for the more important findings, referring them to their own physician for care or correction. Hemoglobin determination and urine analysis are done on all children receiving the complete physical examination at school.

Approximately 850 children visited the Health Room in the past year for illness or accidents during the day.

A pediculosis check is conducted twice annually on all heads. This condition has not been a problem in recent years.

Heights and weights are checked annually on all children and those above and below are given dietary advice.

Two hundred and four children attended the various Polio clinics held during the year. Of these, many were given the original series of three shots, others completed the series and all others were given boosters.

Eighty-four children attended the Diptheria-tetanus clinics, seven receiving the original series of three shots, and 69 receiving boosters.

Respectfully submitted,

PHYLLIS S. BROWN, R.N.

School Nurse

REPORT OF THE SCHOOL DENTIST

To the Superintendent-Principal, Howe-Manning School:

During the period from January to June, 1961, there were 85 fillings and twelve prophylactics performed in the Dental Clinic by the School Dentist. Since September, 1961, 211 pupils have been examined and reports were sent to parents informing them of the condition of their children's teeth. To date, 131 children of the 211 examined still require treatment.

During the year we conducted a dental education program consisting of a motion picture, together with several demonstrations of proper methods of brushing teeth.

The treatment program consists of fillings and prophylactics.

A marked improvement has been noted in the Dental Program during the last few years. Our approach of preventative methods and general hygiene instruction, together with treatment, have resulted in a more thorough and complete program.

In the coming year we shall continue to carry out a combined program of prevention, treatment and education as to the proper care of teeth and their relationship to general health. Our prime objective is to recognize dental problems early and promptly advise parents as to their children's needs.

Respectfully submitted,

LEO P. BENINATO, D.D.S.

School Dentist

REPORT OF REMEDIAL READING SPECIALIST

To the Superintendent-Principal, Howe-Manning School:

A simple definition of reading by David Russell ("Personal Values in Reading," *The Reading Teacher*, Oct. 1958, p. 3) recently published in a professional journal, will serve to preface this report. He states that, "Reading is responding. The response may be at the surface level of "calling" the word. It may be at the somewhat deeper level of understanding the explicit meaning of sentence, paragraph or passage. Sometimes reading may be a third level. It may involve going beyond the facts to the discovery of new and personal meanings. It may be a stimulus to images, memories, identification or fresh and creative thoughts."

Thus, it is the child who has experienced great difficulty in reaching the "calling" level with whom we are concerned in the Remedial Reading classes. It becomes necessary to give the child special help in "unlocking" words through concentrated phonics. The Gillingham Method of teaching reading is geared to help overcome this problem. This method gives all the sounds for the consonants, vowels, diphthongs, and digraphs before the child even tries to read. He is constructing rather than memorizing words. As the children gain facility in reading individual words, we then stress correct pronunciation, word meaning, reading in phrases, and skills of comprehension such as: recall of details, finding the main idea of the paragraph, critical thinking and inference.

The Gillingham Method was used in the Howe-Manning last year and proved to be a highly successful program. It is of interest to note that the average gain for grade three was 1 year, the average gain for grade four was 1 year and 4 months, the average gain for grade five was 1 year, and the average gain for grade six was 1 year and five months. This means that the average gain of the entire remedial reading group was 1 year and 2 months - 4 months over the expected gain. Due to these results, we were encouraged to continue this method of reading.

Participating pupils were selected on the basis of the Gates Survey Test, I.Q. Scores, Reading Achievement Scores, and teacher recommendation. Each child will be retested in the Spring with a

different form of the Gates Survey Test appropriate for his level in order to measure his growth in reading skill. We realize, however, that all gains cannot be measured with a standardized test. It is frequently a new attitude and interest toward reading that makes the difference between success and failure.

LIBRARY

Through the interest and financial assistance of the Howe-Manning School Parent-Teachers Association, the Teachers' Association, and the School Department, 234 new books have been added to the library shelves. The choice of new books was made on the basis of the children's interests, abilities and needs. The library now contains a total of 1,011 volumes with a recent circulation of approximately 300 books per week. Reading for pleasure has been encouraged through various programs such as book reports, exhibits and contests.

A card catalogue system was set up by a committee of teachers so that the library might function in the same manner as a public library. This system facilitates the teaching of library skills to the children.

Both parents and teachers desire the child to attain more than a functional degree of independence in reading. To reach this goal, all our imagination, skill and resources are demanded.

Respectfully submitted,

ROSE DURGIN

Remedial Reading Specialist

REPORT OF MUSIC SUPERVISOR

To the Superintendent-Principal, Howe-Manning School:

We at Howe-Manning School are continuing the effort, to develop and direct the cultural interests of the children in the area of music.

The supervisor observes the students weekly, by visiting each class. He helps the teacher in specific areas of Music, and plans the monthly program sheet as a guide for the teachers in the daily supplement of this phase of the child's education. It is planned that three workshops will be given as an aid for the teachers.

The school choir which meets during noon recess on Wednesday and Friday, on a volunteer basis, now has a membership of fifty boys and girls in contrast to twenty-five in September. It is anticipated that this group will expand during the term.

The new equipment received this year consists of a long-playing classical album for use with grades one through six. We are anticipating the purchase of recordings to accompany the Follett singing book series which is currently employed in one class of each grade level. We believe that the use of recordings in conjunction with this series would be most beneficial.

We hope to arrange for private instruction for children in the fourth to sixth grade levels in all the band instruments, in addition to piano and accordion.

We hope that a thorough program in elementary school music will foster an appreciation which will open the way for further development in our children.

Respectfully submitted,

JAMES BROOKS

Music Supervisor

REPORT OF ART SUPERVISOR

To the Superintendent-Principal, Howe-Manning School:

The art program at the Howe-Manning School is planned for the purpose of fulfilling the creative and emotional needs of the children.

Projects that challenge the imagination and contribute to creativity are selected. To sustain interest, a wide variety of media is used, including crayon, pencil, construction paper, poster paint, clayola, papier mache and sawdust mache.

Considerable emphasis is put on creative sculptural projects such as Congo masks, totem poles, puppets, and folded paper animals. These projects, done with sawdust mache, papier mache, and construction paper, in addition to being imaginative and fun to do, have the secondary advantage of promoting manual dexterity.

The children are shown the many ways in which crayons may be used. They are taught to use them sideways as well as by the points. They are encouraged to use varying degrees of pressure, and also to experiment coloristically by rubbing some colors over others. They are shown that crayons applied with different strokes produce different textures. These points of instruction make the crayon lessons genuinely creative experiences.

At all grade levels, drawing is encouraged to be personal and expressive. In the upper grades, some geometric type drawing is taught. This approach enables the children to find satisfaction and control in drawing objects of a geometric nature, such as cars, trucks, airplanes and buildings.

Color is taught in terms of hot and cold harmonies and the psychological effects of these harmonies. The children are taught how warm colors contribute to happy, cheerful scenes and cool colors to sad or spooky pictures.

In the upper grades, poster technique is taught, wherein stress is laid upon the necessity of presenting ideas with clearness and simplicity. The school has participated in poster contests run by the

MSPCA and the Middleton Fire Department. These posters promoted socially worthy objectives. Successful students have been rewarded with prizes and recognition.

The children participate in making large classroom murals. These murals, made with either sponge applied paint or construction paper, relate to seasonal activities or classroom assignments. They make the classroom more cheerful and promote cooperative work habits among the children.

Advice and assistance are given to classroom teachers in projects they themselves undertake. Those that show need are instructed in various projects and techniques of teaching art. Their growth in this respect assures the children to sound training at all times.

Respectfully submitted,

EDWARD B. BRUZZO

Art Supervisor

REPORT OF CAFETERIA MANAGER

To the Superintendent-Principal, Howe-Manning School:

The hot lunch program operated 100 days from January 1st to June 15th, 1961. A total of 28,533 Type A meals were served to the children, with a percentage participation of 72%. A total of 1415 meals were served to adults. A total of 11,802 bottles of milk were served under the special milk program, with a percentage participation of 29%.

To meet the requirements of the National School Lunch Program, each Type A lunch served must contain as a minimum the following: two ounces of protein-rich foods, a three-fourths cup serving of fruits and vegetables, one slice of enriched bread, two teaspoons of butter, and one-half pint of milk. A fruit or vegetable containing Vitamin C is served every day and foods containing Vitamin A are used at least twice a week. In addition, dessert is served. Larger portions are given to the older children.

Without the allotment from the Commodity Division, it would be impossible for this program to be self-supporting, as it now is. The value of the commodities received from January 1st to June 15th, (including butter, flour, rice, cheese and frozen meats) was \$1,571.40.

Efforts to extend participation in the program have been earnestly maintained. A file of standardized recipes is being enlarged constantly to insure quality products and a larger variety of menus. In-service training, meetings, and information gained at workshops are used to improve the efficiency of operation.

Personnel adding another year to their fine records are: Mary Silva, Myrtle Boardman, Lorraine Hocter and Helen Doucette.

For the cooperation given the cafeteria staff, we take this opportunity to thank everyone.

Respectfully submitted,

MARY E. KING

Cafeteria Manager

REPORT OF SPEECH THERAPIST

To the Superintendent-Principal, Howe-Manning School:

The purpose of the speech therapy program at Howe-Manning School is to constructively aid those children who are in need of speech correction assistance.

The program was continued in September 1961 with a testing program surveying all first grade children and all new students in grades 2 through 6. The results of this survey is as follows: a total of 57 children with speech deviations were found, 54 among the first grade children and 3 of the new student group. Children referred later will be tested and included in the program during the course of the year. Of the first graders, 13 were considered severe, 20 moderate and 21 mild cases. All three new students were considered moderate cases. Nineteen of the above-mentioned children began therapy in October. Each child is seen for approximately 30 minutes once weekly. Four children are seen individually and the others are seen in groups of no more than four children.

The total number of children being seen at the present time is 48. It is expected that several of these children will be dismissed at the end of this semester if their work progresses satisfactorily. At that time, others will be included in the program, with the total case load remaining about the same. The case load beginning in October was slightly higher than last year.

Since January, 1961, 25 children have been dismissed from Therapy due to progress in correcting their speech problem. Four children, who are carry-overs, may be dismissed soon if they continue to progress at the present rate.

The selection of children for the speech therapy program is done on the basis of an evaluation of the survey, teacher referrals and recommendations from the previous therapist.

Letters were sent to parents of each child needing speech therapy. This letter invited them to the school to discuss their child's speech problem. Some parents have taken advantage of this invitation. An attempt is being made to contact all parents personally so that they

might be informed of the work being done in the speech therapy program.

Frequent informal teacher conferences reveal much about each individual child and his progress outside of therapy. Weekly notes are sent to the teachers to insure that the child is reminded of his outside assignment. Suggestions to the teacher are aimed at improving speech habits within the classroom.

The classroom teachers at Howe-Manning School have shown interest in the program. They are willing to cooperate and share their knowledge of the children. Interest shown by parents is greatly appreciated and will be quite beneficial in the children's progress.

The undersigned wishes to express her appreciation to the Superintendent-Principal of the Howe-Manning School for his support and assistance in getting the speech therapy program underway again this year.

Respectfully submitted,

JANE SEASTROM

Speech Therapist

REPORT OF SUPERVISOR OF PHYSICAL EDUCATION

To the Superintendent-Principal, Howe-Manning School:

The physical education program at the Howe-Manning School has been set up to meet the daily needs of growing children by:

1. The selection of activities and games which will develop skill and strength.
2. The provision of opportunities for student leadership and self control in regular play or recess situations in addition to the weekly class period of instruction.
3. The practice of good health habits as related to our activity.

Seasons and grade levels determine the choice of activities. Outdoor classes are held when the weather is favorable, otherwise, the gymnasium is used. If this should be unavailable, the physical education program may be carried on within the limits of the classroom.

A sports night demonstration was presented to the Parent Teachers Association, at which time approximately 100 boys and girls displayed skills acquired in the physical education classes and recess practice. This included mass calisthenics, dancing, basketball, games of lower organization, tumbling and stunts.

Similar demonstrations were repeated for lower grades and in Sports Day gatherings which were held at the end of the school year. On this latter occasion awards were presented.

The American Association of Health, Physical Education and Recreation has devised a fitness test which was given to our fifth and sixth grade boys and girls in the Spring of 1961. This testing has become an integral part of our program, being carried out twice a year. In this way we expect to show development or changes in individuals progress as well as keep parents and pupils conscious of physical fitness goals.

Directly related to the above, the Presidents' Council, in July, 1961, set up three specific recommendations one of which was the use of this specific testing program. Another incorporates the idea of identifying the physically undeveloped by a similar means which we have employed. A third recommendation of the Presidents' Council — that we provide a minimum of fifteen minutes of vigorous activity every day for all pupils — has also been put into operation. The outdoor recess program of the upper grades has been organized to provide two five minute sessions of calisthenics in addition to the usual free play period. More vigorous activity and greater participation has been promoted through the organization of recess games on a voluntary basis.

Various recreational contests have been conducted or are in progress. These include Bean Bags, The Irish Jig, Checkers, Mile-or-more runners and Earn-a-chinning bar for your room subjects.

A recess leaders' club of twenty-four sixth graders assists in the operation of the Fitness Plan. Fifth grade pupils are in leadership training and assist the upper class leaders.

Much credit must be accorded these youngsters for their enthusiasm and determined effort when facing the characteristic obstacles connected with starting a new program. Even greater appreciation is extended to all the members of the teaching staff for their patience and assistance in carrying out the various phases of the physical education program.

Respectfully submitted,

HENRIETTA G. GIANNINO

Supervisor of Physical Education



ANNUAL REPORT

of

THE MASCONOMET

REGIONAL SCHOOL DISTRICT

BOXFORD, MASSACHUSETTS



For the Year Ending December 31, 1961



MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

For the Year Ending, December 31, 1961

REGIONAL DISTRICT SCHOOL COMMITTEE

| Name | Town | Term Expires |
|---------------------------------------|------------------------------|--------------|
| Merton S. Barrows, Chairman | Boxford | 1963 |
| Richard Cressey, Vice-Chairman | Middleton | 1963 |
| M. Douglas Banus | Topsfield | 1962* |
| Hans W. Barber | Boxford | 1962 |
| David V. Harding | Middleton | 1962* |
| J. Harrison Holman | Topsfield | 1963 |
| Arthur O. McCoubrey | Topsfield | 1962 |
| Richard E. Quinn | Middleton | 1962 |
| E. Arthur Woodbury | Boxford | 1962* |
| Secretary - Mrs. Martha P. Perry | Treasurer - Francis F. Perry | |
| * Appointed By Local School Committee | | |

The Regional School Committee meets the first and third Wednesday of each month at the Administration Building, Endicott Street, Boxford, at 7:45 P.M.

SUPERINTENDENT OF SCHOOLS

Julius H. Mueller

SUPERINTENDENT'S OFFICE

Miss Elizabeth H. Rider, Secretary

Mrs. Sarah P. Walshe, Bookkeeper

SCHOOL PHYSICIAN

Clarence E. Thornton, M.D.

Danvers

SCHOOL NURSE

Mrs. Helen F. Hoogerzeil, R.N.

Boxford

ATTENDANCE OFFICER

Nathan A. Hayward, Jr.

Middleton

SCHOOL CALENDAR FOR 1962-1963

FALL TERM

1962

| | |
|------------------------|---|
| Tuesday, September 4 | Meeting of Department Heads and Orientation of New Teachers |
| Wednesday, September 5 | All Teachers Report |
| Thursday, September 6 | Orientation for Grade 7 |
| Friday, September 7 | First Day of School for Grades 8-12, until 12:00 Noon |
| | Faculty Luncheon and Final Orientation Meeting 12:30-4:30 |
| Monday, September 10 | School Reopens |
| Friday, October 12 | Columbus Day - School closed |
| Wednesday, October 17 | County Teachers' Convention - School closed |
| Monday, November 12 | Veteran's Day - School closed |
| Wednesday, November 21 | School closes 12:15 p.m. - Thanksgiving recess |
| Monday, November 26 | School Reopens |
| Friday, December 21 | School Closes 3:00 p.m. - Christmas recess |

WINTER TERM

1963

| | |
|----------------------|---|
| Wednesday, January 2 | School Reopens |
| Friday, February 15 | School closes 3:00 p.m. - Winter Vacation |
| Monday, February 25 | School Reopens |
| Friday, April 12 | Good Friday - School closed |
| Monday, April 15-19 | School closed - Spring Vacation |

SPRING TERM

| | |
|------------------|-------------------------------------|
| Monday, April 22 | School Reopens |
| Thursday, May 30 | Memorial Day - School closed |
| Thursday, June 6 | *Graduation |
| Tuesday, June 25 | **School closed for Summer Vacation |
| *Tentative | |

**Provided School has been in Session 180 days as required by Massachusetts Law.

"NO SCHOOL" SIGNALS

Whenever it is necessary to cancel school because of weather or hazardous driving conditions, "No School" signals are sounded on the fire alarms of member towns at the times indicated below: and announcements to this effect also are given on radio station WESX, Salem; WHAV, Haverhill; and WBZ, Boston.

| Town | Signal | Time |
|--------------|----------|-----------|
| Boxford | 3 Blasts | 6:50 A.M. |
| West Boxford | 3 Blasts | 6:50 A.M. |
| Middleton | 2-2-2 | 6:50 A.M. |
| Topsfield | 2 Blasts | 6:50 A.M. |

Report of the Masconomet Regional District School Committee for Year Ending December 31, 1961

The Masconomet Regional District School Committee is pleased to submit to the citizens of the district its fourth annual report.

Organization

This year found many changes in the membership of the committee. Mr. Hans Barber was elected in Boxford and replaced Mr. Charles Rich who had been appointed in 1960 to serve in place of the late Professor Franklin C. Roberts, Sr. until the next election. Mr. E. Arthur Woodbury replaced Mr. LeRoy Curtis as the appointed member of the Boxford School Committee. Mr. David Harding replaced Mrs. Rosamond Bastable as the appointed member of the Middleton School committee.

Mrs. Rosamond Bastable, who attended her last meeting on April 5, 1961, had been a member of this committee since its inception and had worked with other committees that were responsible for the formation of the region. She gave of her time unselfishly and contributed greatly to the development of the educational philosophy of the new school. The members of the committee who served with Mrs. Bastable wish to take this opportunity to express their sincere appreciation for her great contribution to the establishment and early growth of the Masconomet Regional District School.

This year also marked the first change in the office of chairman. Mr. J. Harrison Holman had served in this capacity since the committee was formed and had also worked with earlier committees responsible for the formation of the region. To adequately express the committees sincere appreciation for Mr. Holman's outstanding contribution, the following resolution was adopted at a regular meeting of the Masconomet Regional District School Committee held on May 17, 1961.

RESOLUTION:

"We, the members of the Masconomet Regional District School Committee, both past and present, wish to recognize the significant contribution made by one of our members

J. Harrison Holman

who, as one of the original committee to form the Regional School District, and who, subsequent to its formation has served continuously as the Chairman of Regional District School Committee, has given unselfishly, constructively and importantly of his time, energy, talents

and leadership to its work in developing Masconomet Regional High School.

As further expression of our thanks and appreciation of his extreme effort, we hereby cause this resolution to be spread upon the records of the Committee this third day of May 1961, and further, that the Secretary send a copy of this resolution to him."

At its organization meeting on April 19, 1961 the following were elected:

Merton S. Barrows — Boxford — Chairman
Richard Cressey — Middleton — Vice-Chairman
Martha P. Perry — Secretary
Francis F. Perry — Treasurer

Graduation

It is very easy for a school committee to get bogged down in the details of the physical growth of a school and give less attention to the educational growth. We hope this never takes place at Masconomet. It was extremely gratifying to the school committee to witness a graduation in June which indicated such maturity and all around poise. Both students and faculty may be justly proud of the high achievements for 1960-61.

General Committee Activities

The committee had a very busy year in 1961. There were 21 regular meetings and 12 special meetings, plus meetings of sub-committees for special activities.

Again this year the committee, in an attempt to keep informed on the functions and progress of each department, has enjoyed and been enlightened by several very interesting presentations.

On January 4, 1961 at a regular meeting Mr. Lionel Poulin, chairman of the Mathematics department and his staff presented a special curriculum report on mathematics including the activities and interest in the Math. leagues in which Masconomet is now participating and doing very well.

On April 5, 1961 the committee enjoyed a very delicious meal in the Home Economics department. The meal was prepared and served by the students in this department. Following the dinner Miss Mary Ellen Whearty and her staff described the inner workings of their program and methods of teaching a most interesting and necessary activity.

On October 4, 1961 Mrs. Marion Hatt and Mrs. Jacquelynne Stepanian presented a most interesting and informative program of

reading and reading aids. This program has been found to be a tremendous help to many students.

On November 1, 1961 Mr. Donald M. Gay, chairman of the music department and Miss Jean Jarvie presented a special curriculum report on "Music at Masconomet". Anyone who has heard a music program at Masconomet realizes the importance and success of this department.

To maintain the high standard of the educational system we are so proud of at Masconomet a great deal of time has had to be spent studying the needs for new facilities to keep up with the growing enrollment.

On May 10, 1961 a purchase and sale agreement was signed for the Killam property adjacent to the school.

On May 17, 1961 an open meeting was held in the Henry F. Long Auditorium to discuss the needs and growth of the District. It was the consensus of opinion that the purchase of the Killam property was essential.

On June 14, 1961 the architectural firm of Rich and Tucker Associates, Inc. was retained to make studies for new school facilities. During early conferences the need for formulating a long range growth program for most economical procedure seemed mandatory and so on July 5, 1961 the firm of Engelhardt, Engelhardt, and Leggett was retained to make this study. It is the opinion of the committee that we accept this report and proceed as rapidly as possible with the construction of a new Junior High School in accordance with Plan 3, page 8 of the Engelhardt report. It is planned to have this school ready for occupancy for the start of the school year in 1964.

The School Committee is requesting a separate appropriation of \$75,000 to provide for architectural service, fees for engineering and other consultant services, plans, drawings, and specifications for the construction of a new Junior High School. Money so appropriated will be largely reimbursed by the State. Under the original agreement establishing the Regional School District, as amended in 1961, each Town's share will be apportioned on the basis of their respective pupil enrollment as of October 1, 1961.

It is the hope of the committee that double sessions will be kept at a minimum, but the problem must be faced that it is going to be necessary to initiate some double sessions in the 7th and 8th grade.

Special Activity

Many problems come before the school committee during the year that need special attention. One such item this year was relative to the possibility of Nuclear attack. It was felt that there should be some planned action should the need arise. On October 4, 1961 at the request of the committee Mr. Robert Wood of the Topsfield C.D. and Mr. Gordon Russell of the Boxford C.D. attended a regular meeting to discuss the development of a Civilian Defense protection plan for Masconomet Regional High School. At this same meeting it was voted to authorize the Superintendent and the Principal to select a committee of three staff members to study, with the help of the Civilian Defense officials of the member towns, the problems involved and present the school committee with a proposal.

As this is a study requiring much extra time by the staff members it was also voted to appropriate adequate compensation for this study.

Change in Agreement

In 1960 an amendment to the Agreement establishing the district was proposed and appears in the 1960 annual report. In further discussing the growth of the Masconomet Region this year it was felt that this amendment was not adequate for equitable apportionment of Capital costs. The following amendment was voted on May 24, 1961 and sent to the member towns for action before November 1, 1961.

"The agreement for the establishment of the Masconomet Regional School District comprising the towns of Boxford, Middleton and Topsfield is hereby amended as follows:

"By striking out subsection IV (D) and inserting in place thereof the following subsection:

IV (D) Apportionment of Capital Costs

All capital costs of the regional school district for each fiscal year shall be apportioned annually to the member towns on the basis of their respective pupil enrollments on October 1 of the preceding year in grades 7 through 12 residing in each member town and receiving education at such town's expense, except that pupils for whom a member town is paying tuition for special education as provided under Chapters 74 and 71 of the General Laws, and pupils attending the Essex County Agricultural School shall be excluded from pupil enrollments for this purpose. Each member town's share for each fiscal shall be determined by computing the ratio which that town's pupil enrollment as specified above bears to the total of such pupil enrollments in all the member towns of the regional school district on the same date. Debt service included in capital costs shall be appor-

tioned as a capital cost of the year in which the same falls due. This amendment shall first take effect with the apportionment for the year 1962.

The amendment was adopted by all three member towns at subsequent special town meetings.

In concluding this report the Masconomet Regional District School Committee would like to express their most sincere appreciation and recognition for the continuous excellent work done by our Superintendent, Mr. Julius H. Mueller. He has been assisted greatly this year with the same kind of dedicated service by our new principal, Mr. Corridon F. Trask, Jr. We owe abundant gratitude also to Mr. Rodney C. Dresser, Assistant Principal and to all the teaching staff for their sincere efforts during the past year. We should not pass over lightly either, the efforts of our custodial staff that make our school a place to be proud of.

We would also like to express our gratitude to all the citizens and officials of the member towns who have helped in any way to aid the committee in their work.

Merton S. Barrows, Chairman
Richard Cressey, Vice-Chairman
M. Douglas Banus
Hans W. Barber
David V. Harding
J. Harrison Holman
Arthur O. McCoubrey
Richard E. Quinn
E. Arthur Woodbury
Francis Perry, Treasurer
Martha P. Perry, Secretary

REPORT OF THE SUPERINTENDENT

To the School Committee and the Citizens of the
Masconomet Regional School District:

It is a pleasure to submit, herewith, my third annual report as
Superintendent of the Masconomet Regional School District.

Growth In Enrollment

When Masconomet opened in 1959 the enrollment in grades 7-12 was 768 pupils. As of October 1, 1961 the enrollment had jumped to 1022 pupils. This is an increase of 254 pupils (33%) in the two-year period, a phenomenal growth and the end is not yet in sight. According to the building needs survey recently made by Dr. Nicholas Engelhardt the enrollment in grades 7-12 is expected to be 2200 pupils at the end of the next decade.

Such growth in enrollment poses a very serious space problem. As a matter of fact, we are already over-crowded, and will be even more so in the school year 1962-63 when the enrollment forecast is for 1130 pupils. In my last annual report I pointed out that enrollment in excess of the maximum capacity of the building not only creates serious scheduling and day-to-day operational problems, but must of necessity bring about curtailments in the educational program, if not for all students at least for some. This is the situation that faces us in the coming school year. While every effort will be made to resolve the present shortage of classroom space through such temporary measures as may be available to us there remains the strong possibility that the only practical and workable solution until a new building is constructed will be to operate grades 7 and 8 on a two-session basis. In this way it would be possible to avoid any curtailment of the educational program for pupils in grades 9-12.

ENROLLMENT — October 1, 1961

| Grade | Boxford | Middleton | Topsfield | Total |
|-------------|---------|-----------|-----------|-------|
| 7 | 50 | 69 | 96 | 215 |
| 8 | 53 | 77 | 86 | 216 |
| 9 | 49 | 62 | 80 | 191 |
| 10 | 42 | 55 | 69 | 166 |
| 11 | 31 | 35 | 50 | 116 |
| 12 | 23 | 33 | 56 | 112 |
| P.G.'s | 1 | 3 | 1 | 5 |
| Home | | | | |
| Instruction | 0 | 0 | 1 | 1 |
| | — | — | — | — |
| | 249 | 334 | 439 | 1022 |

Change in Administration

In January, Dr. Luther A. Howard, who had served as Assistant Principal since July 1959, resigned to accept a similar position at the high school in Greenwich, Connecticut.

Subsequently, in reviewing the administrative set-up, the Committee felt that because of the growth problems facing the School District, the combined position of Superintendent-Principal should be abolished and the separate positions of Superintendent and Principal established.

After interviewing a number of applicants for the position, the Committee elected Mr. Corridon F. Trask, Jr. of Greenfield, Massachusetts to the Principalship. Mr. Trask, who entered upon his duties July 1st, is a graduate of Keene, New Hampshire Teacher's College with a masters degree in Educational Administration from Boston University. At Greenfield, Mr. Trask served as Supervisor of Secondary Education and in this capacity was responsible for administering both a senior high school and a junior high school as well as a vocational trade school. Previously, for six years he had been principal of the High School in Troy, N.H.

Under the administrative re-organization the assistant-principal position held by Mr. Rodney C. Dresser which included part-time teaching was put on a full-time basis.

At the close of school in June, Mr. Milton C. Burton who had served as director of guidance since March of 1959, resigned to take a similar position at the Pentucket Regional High School. A suitable replacement for him has not as yet been secured. In the meantime, the duties of Guidance Director are being handled by Mr. Trask with the assistance of the four counselors.

Faculty

The continued growth in enrollment and the need to add more sections in the required subjects in the upper grades has necessitated a further expansion of the instructional staff. This year five new teachers were added giving us now a total instructional staff of 63. At the same time there were ten vacancies resulting from resignations to be filled. Finding qualified teachers under present day conditions of teacher shortage is at best a difficult and time consuming task. With fifteen places to be filled in one year the enormity of the task takes on a new dimension. The whole recruitment process — interviewing and observing teachers and assembling of credentials — has occupied a major portion of your superintendent's time. As a matter of fact, this task begun in February was not completed until late in August when the last teacher was hired.

In spite of the fierce competition that exists for qualified teachers in the present period of short supply, I feel that we have been most fortunate in being able to fill the existing vacancies with highly qualified persons. These newcomers to our faculty under the guidance of the administration and department chairman have adjusted quickly and responsibly to their duties and to their new school environment. In this connection, the pre-school opening teacher workshops including the special one-day orientation program for new faculty members have been of invaluable help. A Teachers' Handbook bringing together all of the policies and operational procedures that have evolved during the two years that Masconomet has been in operation, and prepared by Principal Trask during the summer, has likewise been of immeasurable value not only in orienting new teachers, but in aiding all teachers toward improved performance of the myriad duties and responsibilities expected of them as members of a complex public school organization.

The names of the persons new to the faculty, along with those who resigned during the past year are shown in the section on personnel at the end of this report.

From the foregoing it must be clear to all citizens that the problem of securing and retaining the services of competent teachers is one which constantly confronts school committees and administrators. While salary inducements alone will not necessarily guarantee quality teaching, it must be recognized by all thoughtful persons that it is an important factor. Consequently, the school committee and the administration, must annually take a hard look at its salary policy and schedules, and make whatever adjustments are deemed appropriate and reasonable in light of current conditions and trends.

A movement to raise teachers' salaries in neighboring communities has been noted. This of course, has an important bearing on the salary structure in your regional school. Following a meeting with the Salary Committee of the Masconomet Teachers' Association, and after careful study and consideration of all factors involved, the School Committee at its meeting of November 29, 1961 voted to increase the minimums and maximums of the present salary schedules in the amount of \$200.

This change will be effective with the school year beginning September 1962. The new salary schedule will be as follows:

| | Class I Bachelor's Degree | Class II Master's Degree | Class III Master's Degree plus 30 approved semester hours |
|----------------------------------|---------------------------------|--------------------------------|--|
| Minimum | \$4500 | \$4800 | \$7700 |
| Normal Maximum | \$7000 | \$7300 | \$5200 |
| Attainable Maximum (On Merit) | \$8500 | \$8800 | \$9200 |

While the new minimum will be \$100 under that which will be in effect in one of the member towns, as well as in the new Hamilton-Wenham Regional High School opening in September of 1962, it is the feeling of the Committee and the administration that this slight difference for the 1962-63 school year will not adversely affect the District's ability to secure competent teachers, or to retain members of the present faculty. It should be pointed out however, that further adjustments in the salary schedule will be necessary in due course if the District is to better its present position and thus maintain a high quality teaching and administrative staff. I feel that we are most fortunate in that we do have a first-rate faculty. It is largely through these persons that your Regional High School has earned in a relative short time a fine reputation throughout the County and the State as a school having high standards with a strong instructional program geared to the needs of all its students. I am sure the citizens of the District being prideful of their secondary school will continue to make whatever sacrifices are necessary to insure for their children the continuance of this high standard of education.

Mrs. Alice B. Howard

The entire Masconomet community was shocked and deeply saddened by the death of this woman on December 1, 1961. Mrs. Howard was an exceptionally capable woman loved by students and faculty alike. Few schools can claim the distinction of having a library equipped to aid its students from the first day its doors were opened. It was largely through Mrs. Howard's efforts that this accomplishment was made possible at Masconomet. In the two and one-half years that she served as our librarian our book collection has grown to nearly 6,000 volumes. A friendly person, a lover of books, Mrs. Howard gave unstintingly of her time and talents in providing a high quality of library service for the students and faculty of Masconomet. Her passing is a keen loss to our school as well as to the Association of School Librarians in the State of which she was a prominent and respected member for a number of years.

High School Evaluation

In my last year's report attention was called to the year-long program of self-evaluation to be undertaken by the faculty during the current year. This self-evaluation, — a requirement for continued membership in the N.E. Association of Colleges and Secondary Schools, — was begun during the second semester of the present school year.

In a recent progress report Mr. William Vaughn, chairman of the Faculty Steering Committee, which has guided this large-scale study of our school and its educational program, states that the staff phase of the project is nearing completion. "In preparation for the Visiting Committee which will visit Masconomet on March 5-8, 1962, two groups of reports have been readied by the teacher study groups. The first group of reports deal with those areas of school-wide concern such as: Philosophy, Guidance Services, Health Services, Plant, Community, etc. The second group of reports deal with the various subject areas."

"In all these reports, a great deal of long, and at times, tedious attention to detail and the accumulation of statistical evidence was necessary. In general these reports are complete and ready for use. I should like to note that the Steering Committee has in each and every situation received the fullest support from all members of the faculty. The relative ease with which the task was completed is due principally to two factors: 1) the professional approach of all concerned, and 2) the provision that was made by the administration with the approval of the School Committee for the early closing of school on the days Evaluation Workshops were scheduled."

"In general, what remains of the responsibility of Masconomet for the Evaluation, consists only of detail work and the completion of arrangements for the accomodation of the Visiting Committee. We are now aware of the persons on the Visiting Committee and I am sure that the high quality and extensiveness of their backgrounds will provide a searching and valuable report."

Buildings and Grounds

Our high school building shows little signs of wear from the extensive use to which it is subjected daily, and today, after better than two years of occupancy, is still most attractive in both interior and exterior appearance. That this is so, can be attributed both, to the pride our students have for their school, and to the excellent maintenance job that is being done by our custodial staff under the direction of Mr. Charles R. Denault, Superintendent of Buildings and

Grounds. Many of the repairs required to keep our physical plant in top condition have been performed by Mr. Denault most capably and satisfactorily, and I might add also, at considerable savings to the District. We are fortunate, indeed, to have such a fine custodial staff that not only exhibits a fine team spirit, but who as individuals take real pride in carrying out in a most responsible way their particular duties and assignments.

Improvements made during the past year to our plant included exterior painting of the metal sash in several of the large window curtain-walled areas, as well as, all outside doors; replacement of the grass strip in front of the building with hot-top, thereby improving the usefulness of the sidewalk area for bus-loading; partitioning of the classroom used for remedial and development reading to provide an additional teacher-station for the carrying on of this important aspect of our instructional program; and the construction of additional shelving in the Franklin C. Roberts, Sr. Library to give more shelf space for our growing collection of books. Fifty student lockers were purchased to augment those furnished at the time of the original construction. These are free-standing lockers and so can be relocated as conditions require. At the present they are located in the corridor running between the auditorium and the gymnasium to serve the needs of students having homeroom stations in the cafeteria and the Mechanical Drawing room. It was also necessary to purchase several teacher desks and some new classroom furniture to care for the increase both in teachers and number of students.

With the acquisition of the Killam property adjacent to the present school site, the house formerly occupied by the Dana C. Killam family has, with a minimum of redecorating and the installation of fluorescent lighting, been converted to use as an administration building. As such it now houses the offices of the superintendent, the district treasurer and secretary, and provides a meeting space for the District School Committee.

Thus far our annual costs for maintenance have been low. We cannot, however, assume that this will always be the case. It is only prudent that the large capital investment which citizens of the district have made in the present plant be safe-guarded, by a long-range program of redecorating and reconditioning that will keep our building at all times in first class condition.

Negligence in maintenance can be very costly in the end as any homeowner knows. For this reason, and to spread the costs over a number of years, I am recommending that further exterior painting be done in the coming year, and that a start be made on the repainting

of classrooms and such other of the noninstructional spaces as are most in need of it.

Summer School

Masconomet's second Summer Session opened on July 10 and concluded on August 18. In his report on the summer school, Mr. William R. Staton, Director noted that "twenty-six courses, as compared to twenty-four our initial year, were included in the curriculum."

"A major refinement this year over last was the inclusion of 'enrichment-type' courses designed to provide a broader background and an opportunity for further study for students desiring to increase their mastery in certain subject-matter areas. Enrichment courses were available in English, Mathematics, Science, Foreign Language, Shorthand and Typewriting, and Reading."

"Tuition rates were increased to \$20 per course for resident students and to \$40 for non-resident students. Enrollment was 107, a decrease of 20 students from the previous summer. However, due to the increase in tuition fees, the cost to the District of operating the Summer Session remained about the same. It is the objective of the Summer Sessions to become self-sufficient and with continued support from those parents who feel summer study is beneficial, we hope, in time, to operate with no cost to the District."

"As in 1960, the summer session faculty consisted of ten teachers, seven of whom were from the Masconomet faculty, and the remaining three from other school systems. Miss Sharon Kloch, a member of the present senior class, served as clerical assistant. Tentative plans are being considered to increase the service of the summer session to the citizens of the Masconomet District. It is our hope that the summer program will be utilized more and more, with a consequent increase in the academic growth of Masconomet students."

Looking Ahead

As we look forward to the future it is clear that our most pressing need is space. We must move ahead rapidly during the coming year with plans for expanding our facilities along the lines indicated in the Engelhardt Report. In doing so, it will be important to develop a well-thought out and coordinated total building program, so that whatever new construction is undertaken for the resolution of the immediate need will fit in with that which ultimately will be required when the enrollment in grades 7-12 reaches saturation.

Moreover, it is very important that there be complete understanding and accord as to the kind of educational program that is regard-

ed generally as being most appropriate to meet and serve the needs of boys and girls in this day and age so that the new facilities will contribute to the attainment of these educational objectives.

This project will I hope have the full support, moral and financial, of all our citizens who are concerned with maintaining the high quality of education which has been the cornerstone of our school enabling it to attain an educational stature of some note in the relatively short period of time that it has been in existence.

Another need lies in the area of curriculum development. Our educational program must be subjected to constant scrutiny, up-dated and revised where necessary to insure that it is providing adequately for all our students. Much experimentation in teaching methods and the use of newly developed teaching materials is going on in education today. Some of these new approaches are so startling as to be impractical of acceptance generally, and will undoubtedly gradually pass from the educational scene. Others, however, well-conceived and thoroughly tested will survive and in the years ahead bear importantly on the reshaping of the curriculum. To make full and effective use of these newer developments in education requires that teachers have adequate time for continuous research and the construction of teaching units and materials for classroom use. To expect them, however, to do this sort of creative work on marginal time is not realistic. To give added encouragement to the staff to move forward in this important area of curriculum development, consideration should be given in the future to making funds available so that some proportion of this work can be carried on during the summer. The report of the Evaluation Visiting Committee will provide a basis for determining initially the need and the extent to which this kind of summer curriculum study work should be undertaken.

The report of Principal Trask which follows and which is compiled from reports of the several departments describes some of the things that have already been done to strengthen our program. The report evidences that Masconomet students are being challenged in several ways and, moreover, are meeting these challenges. Our graduates having good success in gaining admission to colleges and other post-secondary schools. The retention power of our school is high as revealed by the study of drop-outs completed this past summer.

We have a fine student body and a first-rate teaching staff. The excellent cooperation of students, teachers, administrators, School Committee, and parents in all matters concerning Masconomet Regional High School is most heartening to me as superintendent and I

know accounts for the excellent progress that has been made during the past two and one-half years. I am confident that with this same unity of spirit and cooperation by the entire Masconomet Community we will continue to move forward productively in the year ahead.

Respectfully submitted,

JULIUS H. MUELLER

Superintendent

REPORT OF THE PRINCIPAL of Masconomet Regional High School

To the Superintendent of Schools, the School Committee, and
Citizens of the Masconomet Regional School District

I herewith submit my first annual report as Principal of
Masconomet Regional High School.

"Education for All", the theme chosen this year to unify the thoughts of department chairmen as they organized their annual reports, represents well the major goal being pursued enthusiastically at Masconomet. Since joining the staff on July 1, 1961, I have been gratified beyond expectation in finding a teaching staff with enthusiasm combining with unusual talents and a true cooperative spirit directed at making Masconomet the truly "Comprehensive Secondary School" that is so often described in contemporary writings about modern school programs.

Neither words nor pen can capture the spirit and personality that exists here, but the following attempt to highlight the activities both in and out of the classroom illustrates in a small way the accepted challenge of doing many things for our youth and doing them well. As we entered our third academic year as an educational institution we found ourselves confronted, on the one hand, with enrollment problems that prompted the label "operation shoehorn" and, on the other, with firm convictions that we can and must simultaneously qualify students for college admissions, train for productive skills, stimulate a thirst for learning, help youth understand themselves and the culture they have inherited, develop persons with moral fibre and worthy goals, and promote informed, active, and excited citizens ready and willing to preserve and defend the freedoms and privileges granted them through our democracy. The belief that all youth are entitled to excellent educational opportunities tailored to individual needs and abilities is demonstrated in any number of ways from the program of "home instruction" via telephone for the physically handicapped to the Special Education program for a small minority of slow learners.

Overcrowded? Yes, as indicated by study periods of 200-250 pupils at a time in the Cafeteria and complete utilization of all instructional spaces with several teachers forced to teach in several different rooms to provide as complete an offering as possible with present facilities. Overcrowded? Yes, but functioning well because of the

highly commendable attitude and actions of both faculty and students who anticipate relief in the near future through the construction of a new junior high for grades 7 and 8. Even though the completion of such a new building is too far in the future to avoid probable double sessions for a year or two, the staff and student body are saying by proclamation and by example: "Let's improve, if possible, those projects and activities already valued at Masconomet and let's continue to examine our curriculum and modify both content and methods whenever innovations prove to be more than temporary novelties."

CURRICULUM PROGRESS REPORTS

By design, the space allotted to each major subject field is limited. No attempt has been made to describe the programs in any detail, but rather space has been confined to illustrations of how our program is attempting to provide for special and varied needs and interest of our students and descriptions of outstanding activities or events that increase our pride and support our reputation as one of the outstanding secondary schools in New England.

English

English teachers continue their dedication to the ideal that all Masconomet students shall have every opportunity for self-expression. Since, to be effective, communication cannot be confined to the classroom, much emphasis is placed upon quality participation in writing and speaking activities before their peers elsewhere and the general public. Originality, and excellence are fostered by four school publications especially created for interested and talented students. Triskelion (school annual - formerly MITOBO), Regional Review (school newspaper), The Best From Masconomet (literary anthology), and The Kaleidoscope (literary magazine) all continue to provide challenge for students. In addition, the English Department has provided student reporters for several local papers.

During the last summer one poem from original poetry by Masconomet students was selected to appear in a special national anthology *Sermons in Poetry*. Poetry by our students has appeared in the *Poetry Anthology* of the National Poetry Association.

The popular Masconomet Book Fair was held in November this year and was a financial success as well as an educational success. Over 1,000 books were purchased in two days by students. The profits will be used this spring to establish the Alice E. Howard Conference for Young Writers. This project will enable juniors and seniors interested in writing professionally to meet an established author and to discuss with him problems of mutual interest.

A very successful production of The Diary of Anne Frank was performed in the Henry F. Long Auditorium, under the supervision of Mrs. Jeannette Scholer. Other projects emphasizing oral communication include the American Legion Oratorical contest and a choral speaking group which was formed this year for the first time.

Social Studies

The Social Studies Department started the 1961 program under what we hope were unusual circumstances, namely, seven new members on the teaching staff.

These new members have adjusted rapidly to our program and have contributed well to the two areas receiving particular emphasis at this time. These are the areas of "Citizenship Education" and "Education for International Understanding." Special programs arranged through the Social Studies Department are taking students outside the classroom and into the political and social projects such as Student Government Day, Salem State College conference on Human Rights at Home and Abroad, field trips to the United Nations, State House, Boston Museum of Fine Arts, etc. As well as taking students outside, efforts have been successful in bringing important resource personnel into the school to stimulate and inform the general student body. Mr. James Castle, Selectman of Topsfield, Mr. Edward Kennedy, Dr. Amyla Charkravarty, and Dr. Takahashi, a Japanese national are examples of such persons.

The newly formed Debating Club and the Archeological Club are added activities through which interested students can develop specialized skills and broaden their knowledge.

Mathematics

The mathematics curriculum is receiving perhaps as much attention these days as all other subject fields combined. Several nationally recognized committees have made sweeping proposals for changes in content and teaching methods in mathematics. Masconomet has accepted the recommendation of the School Mathematics Study Group (MSG) and this year instituted its program in grade seven. This adoption was made feasible only through the interest of Mrs. Lillian Taylor who, during the previous two years, undertook special courses in the modern mathematics program. In addition to the MSG program, all levels of math have been modernized in order to help all students achieve a higher level of sophistication in mathematics. At the eight grade level, the two most advanced groups are studying Algebra and are using some of the advantages of programmed learning which promotes a higher incidence of self-learning. A College

Mathematics Review in the eleventh grade has been introduced to reach those students who have not experienced strong success in math to date but profit from a review of Algebra and Geometry.

Special enrichment programs have been introduced for the more capable mathematics students. The successful participation by Masconomet students in interscholastic mathematics contests has proved very motivating to the students gifted in math. One of our 1961 graduates, Barbara Bamford, won top honors for seniors in both leagues of ten teams each last year, thereby earning a \$100 scholarship awarded by General Electric. This year we have twenty different students active in these math competitions.

Students have also been encouraged to participate in the television courses offered by Continental Classroom.

In order to keep themselves up-to-date in this rapidly changing field, teachers have been attending in-service institutes and have returned to summer school classes.

Science

The year 1961 has been an exciting, busy, and rewarding year for the Science Department at Masconomet. It should be recorded as a year of state and national recognition for Masconomet through the activities and achievements of both teachers and students engaged in science projects. One hundred eight students exhibited projects in the local science fair last spring, and from this developed a first prize and grand prize winner at the Lowell Technorama. These honors went to Joseph Litwin, who went on with his project (working seismograph) to win a second prize at the Massachusetts State Fair and a fourth prize at the National-International Fair in Kansas City, Missouri. In Biology, Linda Munroe won first prize at the North Shore Biology Conference. In the TV Science Quiz Show on the Dateline Boston Program, four seniors tied North Quincy, a school four times the size of Masconomet.

Miss Louise Swenson, Department Chairman and Chemistry teacher, has brought even more recognition to Masconomet by being appointed to serve on two national committees — the planning committee for the 1963 National Conference of Science Teachers Association to be held in Philadelphia, and the national nominating committee to select candidates for the 1962 election of the National Science Teachers Association.

In keeping with the philosophy that a good comprehensive high school should meet the needs of all students, two new courses have been added to our science program. A grade ten Biology and a grade

nine General Science course have been designed to make science, in general, more meaningful to boys and girls who are not scientifically inclined. In these courses more attention is focused on understanding and background for the appreciation of science and environments in everyday life. It is interesting to note that of 1020 students all but 150 are enrolled in science courses. This is particularly significant when one considers the fact that science is an elective in grades nine through twelve.

Four different science clubs continue to capture the individual interests of students and the Photography Club continues to grow in its interest to students who not only learn many important skills related to photography but also provide an extremely important service to the school through coverage of all major activities.

Classroom instruction in all classes has been enhanced through the utilization of the resource file of local scientific talent. This survey was completed last year and provides a variety and quantity of excellent persons willing to share their special talents and knowledge with our students.

Foreign Language

No longer is foreign language learning restricted to a rather selected few who may need a couple of years of the language to meet college entrance requirements. Masconomet like many other schools makes foreign language study available to all students at the seventh grade level to encourage early interest in language learning and discover special talents. Urged and aided by federal funds and expert research in the field of language teaching, methods of instruction have shifted to the hearing-speaking approach to learning the language. Such an approach means organizing activities around tape recordings, records, filmstrips and much oral speaking on the part of both teacher and students.

Efforts by our Language Department to make careful selection of materials and to present an interesting and instructive program are appreciated as evidenced by increased enrollments in elective language courses and an enthusiastic growth in the various language clubs. The language enrollments showed about a 20% growth this past year.

The present shift to strong emphasis on developing proficiency in a modern foreign language means stressing four to six years of uninterrupted work with a single language with a small number of students electing a second language in high school.

Members of the staff at Masconomet have accepted with vigor the pressure to keep pace with the rapidly changing practices in language teaching. The school and department was honored by the selection of Mr. Richard Merrill, Department Chairman, to study during the academic year at Emory University. He is a participant in one of the French Institutes sponsored by the National Defense Education Act. Miss Allison Parker, teacher of Spanish, was also selected for a NDEA fellowship this past summer and studied for seven weeks at the University of California. Current thinking of language experts expressed at her Spanish Institute is now shaping the curriculum revisions at Masconomet. Other members of the department are likewise continuing to take courses in their areas to expand their general professional competence.

Preparations are now in progress to schedule French Team meets with other schools in the area and plans are being formulated for an International Fiesta, to be held at Masconomet in the Spring. Students are also being prepared to enter several oral language contests sponsored by language teachers' associations. These activities are new in the field of language teaching and are aimed specifically at challenging the talented students and making languages live outside of the classroom.

Business Education

All students are not and should not be seeking a college education, but all students should be developing saleable skills. Many such skills can be developed to very satisfactory levels in our Business Education program, but we also recognize that students enter this field with a great variety of interests, aptitudes, skills and hopes. Some may be called "slow learners" while others are quite talented. Steps are being taken to provide meaningful and beneficial training for this challenging range. A "Record Keeping" course has been added for students who have difficulty with Bookkeeping. A "Secretarial Training" course is now available for talented students who have mastered Shorthand and who desire further intense training for employment in the secretarial field and plans are being made to allow two years of training in Office Practice for those students seeking a stronger vocational-clerical background.

An activity sponsored by the Business Education Department and proving to be of significant value to students in gaining poise, practicing social skills and performing a service for Masconomet is the corps of receptionists who greet visitors at the main entrance of the school and assist them.

"Education for All" is a dynamic challenge and although follow-up studies of our graduates indicate successful employment by those who have succeeded in our courses, we recognize and accept the challenge of developing our curriculum to meet changing needs in changing times.

Home Economics

"Dacron Polyester", "Acrylic", "Laminated" — these are a few of the words added to the supply of such common fabrics as cotton, wool, linen or silk. Increased knowledge of nutrition and the part it plays in the general health of the body has created interest and confusion about such terms as "Poly-unsaturated" or "cholesterol level". These are just a few examples that indicate how Home Economics is going far beyond plain cooking and sewing. Although we continue to teach basic skills in foods and clothing, we are presenting knowledge and concepts about the myriad of choices that consumers in food purchasing, equipment, fabric selection and care and home furnishings should comprehend.

Field trips such as visits to the home furnishings at Jordan Marsh Company in Boston and a visit to a modern super-market including a talk by the manager about meat cuts and the general purchases of foods are important features of the course. Rosemarie Walsh, a Senior at Masconomet, was chosen as a representative from the Home Economics Department to be a member of the Jordan Marsh Fashion Council for High School girls in 1961-62, and as such reports to the class concerning information received at monthly meetings attended in Boston.

Plans for growth in this department include encouragement at a Chef's Club for boys in the Junior High School, a Home Economics Club for girls who are unable to choose a course in the department during the regular school day and for a more formal program of guidance that acquaints students with opportunities and careers in this field.

Industrial Arts

Industrial Arts today has shifted from the so-called "Manual Training" program, wherein almost total emphasis was placed upon thorough development of a few simple skills with hand tools, to the use of a variety of projects used as a vehicle to stimulate the exploration of many facets of today's industrial complex. Wise choices as to vocational and avocational activities demands knowledge about industrial processes, knowledge about the old and the new in materials and consumer goods necessary or desirable in daily living.

Students enrolled in our program will have experienced with wood, plastics, metals, electricity, printers ink, drawing tools, and power tools as well as hand tools. Another value of the project approach is the desirable emphasis placed on completing a useful article that approaches quality craftsmanship and allows for originality and creativity.

The Industrial Arts Fair held last May in the Cafeteria displayed a large variety of student projects that were functional, well constructed and well designed. Tables (both modern and colonial) lamps, chairs, bookcases, Welch cupboards, a boat, metal coffee tables, magazine racks, sign brackets and wall lamps were a few of the projects displayed.

At the Massachusetts Industrial Arts Fair held at Lexington High School, Vance Perry won first prize at the Sophomore level for his chess table and three honorable mentions were gleaned by other Masconomet students.

Space limitations are going to restrict the expansion of our Industrial Arts program and such important units as electricity and electronics will undoubtedly be slow in developing until added facilities are made available and another instructor added.

The explosive diversification of occupational opportunities in our present world of work makes it impossible to give our students the vocational training necessary for job entry but we do acquaint them with the basic skills that can be further developed later through specialized training in industry.

Art

Creativity, stimulation of the imagination, and an increased appreciation of the aesthetic qualities of life and living, are important goals in our educational program and it has been through the talents and ambitions of our Art instructor and supervisor, Mr. Theodore Meinelt, that a very high quality of Fine Arts is caught as well as taught. His devotion to the numerous display cases throughout the school coupled with his inspiration of both students and teachers to become art conscious has provided outstanding experience in educational window shopping. Interesting and varied exhibits have been maintained as a continuous part of living at Masconomet by combining the services of other departments of the school, who offer technical material keyed for interest and understanding and the talents of the Art Department which arrange the displays for enjoyable consumption.

The classroom program for grades seven and eight is planned and participated in by all students in the grades. Basic art learnings that will be useful in the students' coming years at school are presented, with the hope that they will be used continuously as the years go by. Included is the use of art for the individual, the home, and the community with emphasis on both experience and appreciation.

Art at the High School level offers a creative outlet to the student as well as providing necessary technical information needed to complete a project. A great deal of emphasis is placed on encouraging each student to use his own ideas and unique talents in such projects.

Art activities beyond the classroom have been numerous during the past year. The Art Service Club, consisting of a representative from each homeroom, works on problems to better the school through the service of art. This group meets monthly, although individuals contribute time and talent as the need presents itself. The art show held in the Spring in conjunction with the Homemaking and Industrial Arts Department was well received. It presented a variety of demonstrations along with an exhibition and collective showing of "Design for Today."

Carla Dayton, a present Senior, won recognition for herself and the Art Department by winning the Topsfield Fair contest for a premium list cover design. School publications, the school play, and many other school sponsored activities have sought and obtained the advice and services of the Art Department during the year.

Music Department

In the three broad areas of general education or "Education for All", Natural Sciences, Social Sciences and Humanities, it is the latter, literature and the arts that teach us how to appraise and judge and, as individuals, decide what spiritual and cultural growth will match our materialistic or scientific growth.

Music, as an art, at Masconomet is continuing to provide learning experience in vocal and instrumental organization which will be stimulating and significant enough to be a continuing source of enjoyment to participants throughout their lives. Increased participation, high level of achievement and numbers qualifying as participants in highly competitive district and state music organizations, are clear indications of excellent progress in our school music program and a deserving credit to the talented and industrious staff.

The major portion of teacher time in general music is devoted to the seventh and eighth grade program. Group singing, study of the

instruments of the orchestra and backgrounds of present-day music are emphasized in these grades where students are required to take music two periods each week.

The band, orchestra and choral groups have continued their growth in numbers and quality of performance to the extent that space and programming for rehearsals is an acute problem. All groups have been busy with school concerts, assemblies, music festivals and exchange concerts with other schools. Highlights of the year have been The Band Exchange Concert with Bedford High School, the Gilbert and Sullivan Operetta "Pirates of Penzance" and our Spring Concert.

The participation of our students in the Northeast District Concert and Audition Festivals has provided special experiences for the more talented musicians and it is gratifying to note that of twenty students auditioning for District Festival in December, eighteen were accepted. Sixteen of these students will also be eligible to try out for the All-State Festival.

New scarlet and grey uniforms, made available through the combined support of the Parents' Music Association and the Masconomet School District, gave added class and spirit to our band. Marching routines together with uniforms added a great deal to our football games this fall. The same Parents' Music Association is now sponsoring a drive to secure robes and blazers for the orchestra and choral group.

Behind the performances of our music groups lies many hours of individual and group lessons and we have been fortunate in obtaining a staff of qualified instructors to come into school and give private lessons regularly to over one hundred students. Such private instruction has been found to be the only reliable method by which students acquire the competence which leads to a significant musical experience.

Physical Education

What the American citizenry chooses to do with its leisure time might well determine the progress or decay of our society, for not only is the physical fitness of our individuals at stake, but of critical concern is the emotional satisfactions or frustrations that confront human beings with time on their hands.

The goal of Physical Education then is to convince our youth through experience that they can combine recreational activities with principles of good physical fitness.

All students are required to take physical education two periods per week and we hope that increased facilities will allow us to possibly double this amount of time. (President Kennedy's Council on Physical Fitness recommends that every boy and girl in our school have a physical education class each day.) All students are tested and rated twice each year using the AAHPER Fitness Test approved by the Fitness Council.

Physical Education classes include three phases — a warm up period of calisthenics followed by a short period of instruction and a greater part of the period devoted to organized activity. Great stress is devoted to body cleanliness with showers require of all who participate. The boys program includes tumbling, apparatus activities, tennis, archery, basketball, track and field events, mass games, badminton, square dancing, co-educational activities and fitness testing. The girls have basically a similar program modified for them with the addition of field hockey and modern interpretive dance.

Athletic Program

Related to, but separate from, Physical Education is our athletic program which is available to all boys and girls who are interested enough to remain after school and participate on a regular basis. For boys we now offer varsity and junior varsity football, cross country, varsity and junior varsity basketball, tennis, baseball and track. The junior high boys play football, seventh grade and eighth grade basketball and baseball. For the girls we offer varsity and junior varsity field hockey, varsity and junior varsity basketball, varsity and junior varsity softball and tennis. The junior high girls receive seasonal instruction in the various sports, but do not participate in interscholastic competition.

We would like to place greater emphasis on junior high intramural activities but time, facilities and personnel limit this program.

It is of significance to record the participation of Masconomet teams as competitors in (a) the Bay State Basketball Tournament Class "B" where they reached the semi-finals before being eliminated, (b) the Cape Ann League in state Class "C" Baseball Tournament where they were eliminated in the qualifying round (c) North Shore Track Conference where we placed first.

During the year we have had approximately 160 boys and 100 girls participating on the athletic teams, while approximately 110 junior high boys have been active.

We are proud of our accomplishments but are prouder still of the continued high reputation we have for sportsmanship and fair play. Our coaching staff and student athletes have been a credit to our school.

SPECIAL EDUCATIONAL SERVICES

Accepting the challenges of helping all students to grow as tall (educationally speaking) as possible means that our school program must provide instructional programs for individuals and small groups of students who have special problems or academic barriers, as well as providing challenging programs for the academically talented. An expanded remedial and developmental reading program, an integrated teaching program for slower learners and a special class for the retarded but educable group are all projects now established as significant parts of our system.

Reading Program

All students, fast learners and slow learners, need to improve both speed and comprehension in reading. Some fast learners may not be fast readers and some slow learners may be labelled so simply because of poor reading skills which can be overcome with specialized help. The specialized help is now being provided through the services of Mrs. Roy Hatt and Mrs. Jacquelynne Stepanian who have been provided with space and facilities by dividing the Reading Room into two teaching spaces.

The number of students now involved in the reading program has nearly doubled in one year with 173 pupils currently enrolled in either a developmental or remedial program.

Developmental reading has been carried on in all senior college preparatory English divisions and with two voluntary groups of juniors. Another experimental program involves the reading specialist working two periods each week with an 8th grade English division. Remedial cases are assigned to special reading instruction after being identified through careful study of reading tests or by referral from teachers. Almost all cases must be handled on an individual basis as each case involves different combinations of skill deficiencies and the length of time that an individual will remain in reading will vary. Pupils are released as soon as adequate progress is made, therefore the number involved at any one time will fluctuate and the total number served during the school year 1961-1962 will exceed the current enrollment of 173.

The expansion of the reading program is a natural and inevitable process since we are becoming increasingly aware of the number and variety of reading problems. This is not to say that our present day students are poorer readers than in years past. Quite the contrary, the majority of present day students are reading more and with better comprehension.

Special Education

Guided by state regulations, Masconomet instituted a Special Class for children retarded in mental development but able to profit by an educational program designed for them and taught by a teacher with specialized training in the field of Special Class Teaching.

Mr. Herbert Silander, who previously taught regular classes here, accepted the challenge of organizing and teaching this class. He has taken the special courses to qualify and in September 1961 he started working with nine students who were screened for the program by psychological and medical examinations as prescribed by the Massachusetts Department of Education.

Pupils now enrolled in this class (7 boys and 2 girls) are scheduled with Mr. Silander for all of their basic academic subjects, English, Math, Social Studies and Science and join regularly scheduled classes in Art, Music, Industrial Arts or Home Economics and Physical Education. The small size of the academic class and the specialized learning approach make it possible to almost completely individualize the instruction and emphasize many specific habits which will serve the students in life. Punctuality, responsibility, fairness, self-control, truthfulness and other characteristics of citizenship are handled with the particular student in mind.

A successful phase of this program has been the coordinated work experiences provided through lunchroom and custodial work. Students have not only provided service to the school but they have experienced pleasures and problems related to wage earning and saving.

Careful evaluation of each individual's progress is made by the teacher and close communication with parents has been established with both the teacher and the school nurse making home visits.

The scheduling of this Special Class has proven to be of great benefit to the students involved. They are happy and for many it is the first time that they have been able to enjoy school and experience success with learning. The fine start is a great credit to Mr. Silander's understanding and dedication to the program and we anticipate con-

tinued improvement of the program through added instructional aids geared to this class.

Integrated Teaching For Slower Learners

By scheduling one teacher to teach both English and Social Studies to the same group of students and making the numbers in the group smaller, we can have the teacher working more periods with each pupil; thereby knowing him better and at the same time connecting the work done in English with that done in Social Studies. If we add to this type of scheduling the notion of asking teachers to specialize in teaching slow learners, we have the essence of our special efforts toward an integrated program for slower learners in grades seven and eight. We, likewise, are using a similar scheduling practice in mathematics and science where one teacher is teaching both subjects to the same group of students.

In my opinion by far the greatest factor in the success or failure of such an approach is the quality of the teachers involved. A great deal more study and planning needs to be done in this area, but the results being achieved now are great enough to warrant continued efforts on our part. A significant problem to date has been the turnover of teaching staff in these courses, but we have several enthusiastic teachers now accepting the challenges and I have hopes that we can keep them on our staff.

Driver Education

Nearly every boy and girl now growing up will become a driving adult and the amount of driving will undoubtedly increase. Predictions that one out of every two Americans will be killed or injured in traffic accidents can be proven wrong if we can develop in our young people a strong sense of personal and social responsibility for the common welfare as it is affected by the operation of motor vehicles. This is the challenge confronting our Driver Education Program.

Our present program includes two phases: classroom instruction and behind-the-wheel training. Approximately 140 students will receive classroom instruction by Miss Catherine Clarke, a teacher with special training in Driver Education. Priority is given to upper-classmen insuring all seniors wishing to participate an opportunity to do so. Many pamphlets, charts, films and other aids made available by insurance companies, oil dealers and automobile dealers have been used to enrich the course. A great deal of emphasis is placed on developing proper attitudes and high personal standards which promote safe highway conduct.

The second phase of the program, Behind-the-Wheel Training, is taught by Mr. Robert Parker, Director of Driver Education, and Mr. Donald VanPelt, a classroom teacher and qualified Driver Training teacher. About seventy students receive this instruction during the school year with all driving being done after school hours and Saturdays. Basic driving skills are combined with emphasis on safe driving, good form, sound judgement and self-control. In a 1962 Valiant, donated by Loring Motor Co., of Salem, each student will receive at least six hours of behind-the-wheel practice. During this period, students are also encouraged to obtain additional practice in the family car and at the conclusion of the school program all students receiving the recommendation of the driving instructor, are tested by the Registry of Motor Vehicles inspector. Driver Training certificates are awarded students who meet three qualifications: (1) Pass the classroom instruction with an 80 average, (2) Complete a minimum of six hours of driving in the school car plus six hours of observation, (3) Obtain a driver's license from the Registry.

The Driver Training Program has become a very popular course in the summer school program, allowing us to reach twenty additional students each year.

As we anticipate enrollment increases and consider ways of including more students in this program we are faced with the problem of time and facilities to handle satisfactorily the demands for we are presently using the training car as much as possible unless we consider use during the regular school day. Another alternative might be the use of more than a single car.

Guidance Services

Believing that each child must eventually stand by himself and face with confidence his responsibilities as both a producer and consumer in adult life, our guidance program continues to assist pupils in making reasonable self-appraisals identifying strengths and weaknesses in abilities, interests, and achievements. Results of aptitude and achievement tests are shared with pupils and parents and more attention is now being given to helping teachers utilize test data to analyse both individual and group strengths and weaknesses. The more we work with standardized test results, however, the more we realize the limitations of such instruments unless they are carefully used in conjunction with school records, personal aspirations, industriousness, and personal and social adjustment of each child.

Individual counseling sessions with students and/or parents continues to utilize much of the time of our counselors. This fall we

initiated Wednesday evening counseling sessions for any parents unable to schedule sessions with counselors during the regular school day. It is early yet to properly evaluate the effectiveness or the necessity of such a program, but to date quite a few parents have taken advantage of this added service. A very successful Seminar for parents of seventh graders, as measured by turn out and spontaneous response from parents, suggests that more of this type of program, wherein parents, teachers and counselors have the opportunity to discuss educational questions and problems common to them all, should be held. As we progress with our guidance services to increase help to teachers and to parents as well as expanding our guidance services to the student, we need to relieve counselors of their classroom teaching assignments so that full time can be devoted to guidance work. The tremendous demands just to keep abreast in the fields of educational and occupational information make the responsibilities of the counselor or guidance worker heavy. Our counselors have regularly attended conferences, met with college admissions personnel and visited college campuses, and enrolled in guidance institutes or courses to keep themselves up-to-date in a rapidly changing field. The very low drop-out at Masconomet can be credited to a substantial degree to the success of our guidance program in helping our youth select courses that satisfy their needs, and in other ways assisting them in adjustments to school life. As we grow we plan a more energetic program of assisting students not going on to college with their solutions of job placement problems.

Continuing to be successful are the series of occupational information conferences sponsored by Northeastern University. These conferences make available to students authorities in a variety of fields of work. A series of films and occupational information tapes are also used through their services.

Another significant development in our Guidance Services has been the establishment of close cooperation with the North Shore Child Guidance Center where service to work with deep-seated emotional or maladjustment problems are available. Several meetings with personnel at this center have strengthened our understanding of how special cases identified by our personnel can be best handled.

Research is an important function of the Guidance Department and now that two classes have graduated and are making their way into adult life we will be starting follow-up research to determine how well we have served and in what ways we can improve. Not only are we concerned about graduates but likewise we are concerned about students who have dropped out of school before graduating. During this

past summer Mr. Nathan Purpel did considerable research on all such students who have left Masconomet since it started in 1959. The results of his research reveal that sixteen students withdrew from school in the 1959-60 school year while only half that number, or eight, withdrew in 1960-61. The percentage of enrollment figures are even more significant with .036% withdrawing in 1959-1960 and decreasing to a low .016% in 1960-1961. This is a very low percentage and speaks highly for our program but we would like to have it even

lower. Of the 24 students who have withdrawn, fourteen were boys and ten were girls. The average age of withdrawal is seventeen and the average grade level achieved is grade ten while the average marks were "D's".

According to the survey, nine are gainfully employed; four are unemployed; seven are married; and four are in the Armed Services.

My personal experiences with our Guidance Program this year have been far in excess of those normally involving a School Principal. The resignation of Mr. Milton Burton during the summer as Director of Guidance left the position unfilled. While we have been searching for the qualified person to assume this important role, my substitute work has provided a most worthwhile opportunity to hasten my understanding of our school program and the students. The nature of guidance dealing with students educational problems, test analysis, etc., involves the heart of the school, so that this opportunity for me to work closely with guidance has been very rewarding and will be a definite asset to me as I continue to work as principal. However, I hasten to admit that our Guidance Program will improve and I will be able to concentrate much more of my attention upon curriculum work once we obtain the person we want as Guidance Director.

ACTIVITY PROGRAM

In addition to the musical and athletic activities previously mentioned in this report, Masconomet accepts as part of its responsibility the careful organization and running of a co-curricular activity program aimed at fostering leadership by students, providing students with opportunities to be of service to the school and general student body, helping students to understand how important active and intelligent group membership can be, developing skills in working cooperatively with fellow students and broadening interests in worthy use of leisure time.

The continued use of Period 8 each day to schedule activities allows a large number of students to participate in over forty dif-

ferent activities scheduled for this period. Some students are able to benefit from several activities but the majority of students must restrict participation to a limited few. This restriction is desirable however, as we encourage students to pursue quality work in whatever they undertake. We also try to emphasize a proper balance between classroom academic work and activity work although experience shows a few very talented students wishing to involve themselves with a large number of experiences. Often to our surprise such ambitious students excel in both academic and activity work, so that we regulate participation more on an individual basis than on a rigid rule for limited participation.

It is interesting to note that all general areas used for large group activities such as the Auditorium, Cafeteria, Music Room and Gymnasiums are used every possible period and demands are exceeding the availability of these spaces.

Student Council

One of the most significant experiences in leadership training available to Masconomet students is membership in the Student Council. This group of eighteen student leaders, elected by the student body, works steadily in the field of student and school welfare. Sponsoring the Foreign Student Exchange Program, studying the Student Handbook and suggesting revisions, sponsoring the Student Monitor program and regulating the student activity calendar are some present examples of the type of problems handled by this group. The group is charged with the total responsibility of decision making based upon careful investigation and inquiry followed up by evaluation of actions taken. This responsibility for failures as well as successes help create a very real approach to a pattern of social problem-solving that can be used in social and civic living as adults. The emphasis placed upon parliamentary and democratic procedures makes Student Council work a very valuable learning experience.

As the school grows in size and experiences this student group will increase in importance and service in the identification, study, and solution of school social problems. This year the Council has joined both the National Association of Student Councils and the Massachusetts Association of Student Councils and in November, three delegates from our Council attended the fall convention of the Eastern Massachusetts Division of Student Council held at the Acton-Boxborough Regional High School.

Student Monitors

The Student Monitor program sponsored by, but separate from, the Student Council continues to provide an extremely valuable serv-

ice to the school. These Monitors are stationed throughout the corridors during the passing time between periods and help students regulate their conduct and traffic patterns. Particularly significant is the initiative and dedication of these students as they perform this very effective service. An important practice that challenges the maturity and judgment of this group is the weekly Monitors Court where the violators of school traffic and conduct regulations are given a hearing with habitual offenders being disciplined. The discipline of a student by his peer group is generally more effective than discipline administered by the teachers or administration.

Service Clubs

Several additional clubs provide needed service to our school program in addition to providing the individuals with responsibilities and human relations experiences. The Art Service Club, Library Aids, Audio-visual Club, Announcers Club, Stage Management Club, Photography Club, Student Receptionist are all such groups performing services suggested by the titles.

Clubs Related To Academic Subjects

The following clubs continue to function well through the interest of teachers who have the students in instructional programs that are closely related. French Club, German Club, Latin Club, Spanish Club, Junior High School Science Club, Senior High School Science Club, Biology Club, Creative Dance Club, Gym Team and Math Teams.

Activities Emphasizing Special Interests and Talents

Although some relationship exists between the following activities and skills developed in classroom subjects the talents and interests are generally remote or unobtainable through regular classroom instruction and yet the experiences are valuable to students directly involved as participants and to the rest of the student body who participate as an audience or consumers of the groups' products. Band, Orchestra, Singers, Choralettes, Cheerleaders, Majorettes, Debating Club, Dramatics, Yearbook Staff and Regional Review are in such a category.

Other special interest clubs of a more recreational nature are: Folk Dancing Club, Square Dancing Club, Body Building Club. This type of activity is very much regulated by the current interests of both our faculty and student body and may be of a much shorter duration than other clubs or activities.

As the listing of clubs and activities might suggest, the variety of experiences available to our student body are by design directed at "Education for All."

Foreign Student Exchange Program

This fall Miss Dietland Fobbe, a seventeen year old student from Hanover, Germany, became the first foreign exchange student to enroll for a year's program at Masconomet. We are planning on at least one foreign student each year under this program and if funds can be provided possibly more than one student can be enrolled. Admittedly, the benefits and experiences of such a program are greater for the student entering the country than for our own students who receive the Exchange Student but having a foreign student in our midst does help in our goal of developing greater understanding of the ideologies and customs of other lands.

During her year here, Deitland will live with three families, one from each of the three towns in the district. Mr. and Mrs. Lionel Barrows of 4 Gregory Street, Middleton, have provided a home from September 17th to December 29th, while Mr. and Mrs. Lee Ballengee of Wooderest Road, Boxford, will provide a home for Dietland until April 13th and Mr. and Mrs. Kurt F. Harries, 28 Mansion Drive, Topsfield will have her in their home until her departure in June.

Mrs. Erna Fullerton, teacher of German and Mr. Theodore Meinelt, Art Supervisor and Mrs. Dorothy Senecal, Guidance Counselor, have worked as a faculty committee along with a student committee to make the program and experiences for Dietland as meaningful as possible.

The expenses to our school for this program are being met through the efforts of fund raising activities by the student body with Student Council endorsement of the entire program and it is generally agreed that here is a program that should be continued and possibly expanded. The possibility of sending one of our own students to a foreign country for a summer or even a year is not beyond reality.

In closing I wish to express deep respect for the vision and educational leadership provided by you, as Superintendent of Schools. The personality of Masconomet and the direction of its progress is a living tribute to your tireless efforts on behalf of the youth in this district. The devotion and enthusiasm of our staff members and the pride expressed by most parents in this school are results that do not come by chance. I hope that, as Principal of Masconomet, I can live up to the challenges involved in maintaining the high standards you have set and in truly providing excellence in "Education for All".

Respectfully submitted,

CORRIDON F. TRASK, JR.
Principal

MASCONOMET REGIONAL HIGH SCHOOL
MEMBERSHIP BY AGE AND GRADE BY TOWN OF RESIDENCE
October 1, 1961

- Boys -

| AGE GRADE | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | TOTALS |
|--------------|-----------------------------|-------------------------------|-------------------------------|-------------------------------|------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----|----|-------------------------------|
| 7 | B 8 M 7 T 10 | B 12 M 16 T 29 | B 3 M 6 T 7 | B 2 M 6 T 1 | B 0 M 0 T 0 | B 1 M 1 T 2 | | | | | | B 23 M 32 T 47 |
| 8 | B 8 M 8 T 11 | B 8 M 9 T 11 | B 18 M 18 T 30 | B 2 M 20 T 8 | B 0 M 4 T 0 | | | | | | | B 28 M 50 T 49 |
| 9 | B 9 M 5 T 14 | B 9 M 21 T 14 | B 9 M 21 T 14 | B 16 M 21 T 28 | B 3 M 7 T 7 | B 1 M 1 T 2 | | | | | | B 28 M 34 T 49 |
| 10 | B 5 M 5 T 10 | B 5 M 18 T 10 | B 5 M 18 T 10 | B 5 M 18 T 10 | B 9 M 18 T 14 | B 5 M 5 T 6 | B 1 M 1 T 2 | | | | | B 14 M 30 T 32 |
| 11 | B 5 M 5 T 10 | B 5 M 18 T 10 | B 5 M 18 T 10 | B 5 M 18 T 10 | B 9 M 18 T 14 | B 5 M 5 T 6 | B 1 M 1 T 2 | | | | | B 16 M 17 T 29 |
| 12 | B 5 M 5 T 10 | B 5 M 18 T 10 | B 5 M 18 T 10 | B 5 M 18 T 10 | B 9 M 18 T 14 | B 5 M 5 T 6 | B 1 M 1 T 2 | B 2 M 2 T 0 | B 0 M 3 T 1 | | | B 11 M 19 T 26 |
| P.G. M | | | | | | | | | | | | B 1 M 1 T 1 |
| TOTAL | 25 | 84 | 110 | 118 | 79 | 61 | 45 | 10 | 4 | | | 536 |

MASCONOMET REGIONAL HIGH SCHOOL
MEMBERSHIP BY AGE AND GRADE BY TOWN OF RESIDENCE
October 1, 1961

- Girls -

| AGE | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | TOTALS |
|--------|----|-----|----|----|----|----|----|----|----|----|----|--------|
| GRADE | | | | | | | | | | | | |
| B | 9 | 16 | 2 | | | | | | | | | B 27 |
| M | 5 | 27 | 4 | 1 | | | | | | | | M 37 |
| T | 8 | 38 | 3 | | | | | | | | | T 49 |
| | | | | | | | | | | | | 113 |
| B | | 7 | 17 | 0 | 1 | | | | | | | B 25 |
| M | | 7 | 16 | 3 | 1 | | | | | | | M 27 |
| T | | 9 | 27 | 1 | | | | | | | | T 37 |
| | | | | | | | | | | | | 89 |
| B | | | 7 | 14 | | | | | | | | B 21 |
| M | | | 7 | 19 | 2 | | | | | | | M 28 |
| T | | | 8 | 23 | 1 | | | | | | | T 32 |
| | | | | | | | | | | | | 81 |
| B | | | 12 | 13 | 1 | 2 | | | | | | B 28 |
| M | | | 7 | 18 | | | | | | | | M 25 |
| T | | | | 11 | 22 | 4 | | | | | | T 37 |
| | | | | | | | | | | | | 90 |
| B | | | | | 5 | 9 | 1 | | | | | B 15 |
| M | | | | | 7 | 10 | 1 | | | | | M 18 |
| T | | | | | 7 | 14 | | | | | | T 21 |
| | | | | | | | | | | | | 54 |
| B | | | | | | 4 | 7 | 1 | | | | B 12 |
| M | | | | | | 5 | 9 | | | | | M 14 |
| T | | | | | | 6 | 18 | 6 | | | | T 30 |
| | | | | | | | | | | | | 56 |
| B | | | | | | | | | | 1 | | B 1 |
| M | | | | | | 1 | 1 | | | | | M 2 |
| T | | | | | | | | | | | | T 0 |
| | | | | | | | | | | | | 486 |
| P.C. | 22 | 104 | 91 | 91 | 77 | 54 | 39 | 7 | | 1 | | |
| TOTALS | | | | | | | | | | | | |

GRAND TOTAL 1022

CLASS OF 1961

The 107 members of Masconomet's second graduating class were presented their diplomas at impressive exercises held in the Henry F. Long auditorium on Thursday Evening, June 8, 1961 with Mr. Merton S. Barrows, Chairman of the School Committee making the presentations.

The Class of 1961 with 17 more members than Masconomet's first graduating class holds the distinction for the moment of being the largest class to graduate from the school. In addition, thirteen of the class were elected to membership in the New Meadows Chapter of the National Honor Society, with eight of these earning this distinction in their junior year. Of 107 graduates, 33 were from Boxford, 33 from Middleton, and 36 from Topsfield.

A survey of the class made early this fall revealed that 85 of the 107 graduates (79.4%) are continuing their education, and that of these 43 (50.6%) are attending four-year degree granting institutions. The following table summarizes the placement of the members of the Class of 1961:

| | | |
|-----------------------------------|-----------|--------------|
| Four-Year Colleges | 43 | 40.2% |
| Two-Year Colleges | 5 | 4.7% |
| Secretarial Schools | 13 | 12.1% |
| Nursing Schools | 7 | 6.5% |
| Other Post Secondary Schools | 12 | 11.2% |
| Post Graduates | 5 | 4.7% |
| Married | 2 | 1.9% |
| Working | 11 | 10.3% |
| Armed Services | 9 | 8.4% |
| | <hr/> 107 | <hr/> 100.0% |

The tables following indicate the variety of different educational institutions being attended by members of the Class of 1961.

Admitted To Degrees-Granting Institutions (30 institutions represented)

| | | | |
|-------------------------|---|------------------------|---|
| Northeastern University | 4 | Duke University | 1 |
| Boston University | 4 | Elon College | 1 |
| Boston University | | Lake Erie College | 1 |
| Sargent College | 2 | Marietta College | 1 |
| University of Mass. | 2 | Perry Normal School | 1 |
| Tufts College | 2 | Penn. State University | 1 |
| Lowell Institute of | | Ricker College | 1 |
| Technology | 2 | Saint Anselm's College | 1 |

| | | | |
|---------------------------|---|------------------------|---|
| Merrimack College | 2 | Simmons College | 1 |
| University of N.H. | 2 | Skidmore College | 1 |
| Aurora College (Ill.) | 1 | University of Florida | 1 |
| Barrington College | 1 | University of Miami | 1 |
| Bates College | 1 | Wheaton College (Ill.) | 1 |
| Boston College | 1 | Wellesley College | 1 |
| Bridgewater State College | 1 | Wesleyan College | 1 |
| Carthage College | 1 | Western Michigan Univ. | 1 |
| Connecticut College | | | |
| For Women | 1 | | |

Geographical Distribution of Colleges Attended

| | | |
|--|----|-------|
| Colleges in Massachusetts | 23 | 53.5% |
| Colleges in New England, Outside of Massachusetts | 8 | 18.6% |
| Colleges Outside of New England | 12 | 27.9% |

Admitted To Junior Colleges

| | |
|-------------------------------------|---|
| Dean Junior College | 1 |
| LaSalle Junior College | 1 |
| Leicester Junior College | 1 |
| Northern Essex Community College | 1 |
| Pasedena Junior College | 1 |

Admitted To Other Post-Secondary Schools — (0 schools)

| | | | |
|------------------------------|---|---------------------------------------|---|
| Chandler School | 7 | I.B.M. School | 1 |
| Katherine Gibbs | 2 | Maine Maritime Academy | 1 |
| Wentworth Institute | 2 | Mary Fazio School of Hair Dressing | 1 |
| Essex Agricultural School | 2 | Massachusetts General Hospital | 1 |
| Beverly Hospital | 1 | Melrose-Wakefield Hospital | 1 |
| Burdett College | 1 | Pierce Secretarial School | 1 |
| Bay State Academy | 1 | Salem Hospital | 1 |
| Beverly Trade School | 1 | Soldiers Home, Chelsea | 1 |
| Dental Mechanic School | 1 | | |
| Franklin Technical Institute | 1 | | |
| G. E. Apprentice School | 1 | | |

As their gift to the school the Class of 1961 presented a world globe mounted in a handsome stand for placement in the Franklin C. Roberts Library.

The following Graduates of 1961 received diplomas:

| | |
|-------------------------------|--------------------------|
| Donald Clyde Balentine | §Vernon Edgar Kousky |
| Frank Frederick Balevre, Jr. | David Scott Laustsen |
| *§Barbara Ann Bamford | Linda Geraldine Lawson |
| Jeffrey B. Black | Lee Joseph Lemieux |
| Janet Elaine Braley | Ruthann Marie Levesque |
| Nancy Elaine Britt | Robert Nelson Lindquist |
| Frances Butler | §Joseph F. Litwin, Jr. |
| §Susan Butters | Dana Edwin Luscomb |
| Robert Windsor Carter | Paul Richard Lynch, Jr. |
| §Judy Alvina Castonguay | Virginia Mallison |
| Richard Joseph Cesaree | Norman M. Marshall, Jr. |
| §Alice Barbara Chase | Diane H. McBride |
| Cynthia Louise Chew | John William Minnehan |
| Philip Edward Chick | Jennifer Alice Molin |
| Mary Lita Clark | Deborah Ruth Morin |
| Nancy Elaine Clarke | Peter Mugford |
| Judith Ellen Clay | §Karin Lisa Mueller |
| Gerald William Cleversey, Jr. | Paul Joseph Mueller |
| Joan Elizabeth Coburn | Linda Lee Munday |
| Jane Coffin | §Nancy Ann Munroe |
| Lois Ann Colussy | Robert Henry Nelson |
| Michael Francis Conner | Carl Norman Ohlson |
| Martha Cressey | Carol Ann Page |
| Peter Clark Cunningham | William Walker Paisley |
| ‡‡John Arthur Dane | Susan Jane Parker |
| Judith Anne Davis | Donald Ellis Paulsen |
| George Raymond Denne | James Francis Pearson |
| ***§Robert Eugene DesMaisons | Scott William Pinkham |
| Phyllis Marie Dorey | Sharon Elizabeth Pollock |
| Patricia Ann Earl | Richard William Pratt |
| Sandra Lee Edwards | Dana Bruce Prince |
| Mary Bridget Emre | Francis Calvin Quimby |
| Sandra Ruth Evitts | Nancy Lord Roberts |
| Susan Joan Felix | §Cynthia Robertson |
| Janice Lee Fitzmeyer | Richard Elliot Ray |
| ‡‡Michael Dustin Fletcher | Philip Leonard Rockwell |
| Natalie Sue Forrest | Nancy Marie Sedler |
| James Robert Getchell | Daniel W. Senecal |
| §Sheridan Goddard | Veronica Ann Sennett |
| Barbara Ann Gould | Cynthia Mary Ann Shaw |
| Terry Griffin | Margot Elizabeth Shaw |
| Barbara Ann Griggs | Elizabeth Ann Smith |
| Virginia Lorraine Hackett | Francis Stanhope Smith |

| | |
|-----------------------------|--------------------------|
| Alfred Luther Hall | § Elaine Ruth Taft |
| Shirley May Helley | **§ John Tobey, Jr. |
| Pamela Marjorie Houldsworth | Barbara Elaine Tyler |
| Lawrence W. Hubbard, Jr. | Peter Elwood vanGilluwe |
| Carol Pearl Hutchinson | Robert Lee Wade |
| Marcia Ingraham | Richard Brown Waitt, Jr. |
| Martha Elizabeth Ives | Roger Bruce Walters |
| Lawrence William Jones | Dale Humphrey Waring |
| Walter Milton Kimball | Philip James Wilichoski |
| Sally Ann King | Walter Joseph Wilkins |
| | George Robert Wood |

§ National Honor Society

* First Honors

** Second Honors

*** Third Honors

‡ Armed Service

† Diploma Awarded in

Absentia

The following awards and scholarships were presented to members of the Class of 1961 at the Graduation Exercises:

To **Sheridan Goddard**, the D.A.R. Good Citizenship Award for demonstrating in the highest degree qualities of dependability, leadership, service, and patriotism.

To **John Tobey, Jr.**, the American Legion School Award for exemplifying to an outstanding degree the attributes of a Good Citizen - Courage, Leadership, Honor, Service, and Scholarship. The award sponsored by the Legion Posts of the member towns consists of a medallion, a lapel pin, a certificate, and a \$25 Savings Bond. The latter is presented by the recipient's home town Legion Post (Topsfield in 1961).

To **Barbara Ann Bamford**, a Certificate of Merit for writing the second best examination in Mathematics of all contestants from Masconomet in the annual contest sponsored by the Mathematics Club of the University of Massachusetts.

To **Robert Eugene Desmaisons**, a Scroll for writing the best examination in Mathematics of all contestants from Masconomet in the annual contest sponsored by the Mathematics Club of the University of Massachusetts.

To **Richard Elliott Ray**, the Topsfield Lions Club award for General Excellence in the field of Business Education. This award consists of a wrist watch and an engraved plaque.

To **Barbara Ann Bamford**, the William Cargill Award in English Composition. The award is an attractively bound book selected from the best of the classics, works of reference, or the field of current publications and of special interest to the recipient.

To **Robert Eugene Desmaisons**, the Bausch & Lomb Science Medal for academic excellence in science.

To **Joseph F. Litwin**, a special award as the grand prize winner at the Lowell Technorama, for his working model of a seismograph. This plaque was presented in turn by Joseph to the school as a permanent record of his achievement and in recognition of the honor his endeavors and perserverance in his science project brought to Masconomet.

The Masconomet Regional Scholarship Association through its Scholarship Committee awarded a total of \$900 in scholarships to the following members of the graduating class:

Susan Butters, Simmons College; Robert Eugene Desmaisons, Tufts Engineering School; Vernon Edgar Kousky, Penn State University; Joseph F. Litwin, Jr., Merrimack College; Elaine Ruth Taft, Massachusetts General Hospital, School of Nursing; and John Tobey, Jr., Wheaton College, Wheaton, Illinois.

The Masconomet Teachers' Association Scholarship given annually to a member of the graduating class who plans to enter the teaching profession was presented to **Cynthia Robertson** who is continuing her education at the University of New Hampshire.

Newly established this past year was the Topsfield Lions Club Masconomet Scholarship which was presented to **Barbara Ann Bamford** who is continuing her education at Wellesley College.

MASCONOMET REGIONAL HIGH SCHOOL

Boxford, Massachusetts

FACULTY — FALL OF 1961

| Name | Position | Appointed |
|-----------------------|---|-----------|
| Julius H. Mueller | Superintendent | 1958 |
| Corridon F. Trask Jr. | Principal | 1961 |
| Rodney C. Dresser | Assistant Principal | 1959 |
| Janet G. Baker | English | 1960 |
| Helen V. Barry | French, Latin | 1959 |
| Roger W. Barry | English, Journalism | 1959 |
| *Herschel G. Benson | Physical Education | 1959 |
| Dorothy H. Blanchard | Family Living, Homemaking, Advanced Foods | 1959 |
| Gelean M. Campbell | Geometry, Algebra, Faculty Manager | 1959 |
| Catherine Clarke | Physical Education, Jr. High Girls | 1960 |
| Beatrice S. Coughig | Physical Education, Coach, Girls' Sports | 1959 |
| Joseph A. Curran | Science, Visual Aids | 1959 |
| Lorraine E. DiMuzio | English, Girls' Counselor, Grades 7 and 8 | 1960 |
| David M. Dole | Social Studies | 1960 |
| Mary T. Fuller | Home Economics | 1960 |
| Erna W. Fullerton | German, French | 1959 |
| *Donald M. Gay | Music, Grades 7 and 8; Band, Chorus | 1959 |
| Shirley D. Hammond | English | 1959 |
| Marion W. Hatt | Remedial Reading, Developmental Reading | 1960 |
| Robert A. Hawkes | Industrial Arts, Asst. Coach of Football and Basketball | 1959 |
| †Alice B. Howard | Librarian | 1959 |
| Jean Jarvie | Music, Grades 7 and 8; Orchestra | 1959 |
| Elizabeth S. Kennedy | Shorthand, Typing, Office Practice | 1959 |
| Ralph V. LoPilato | Science | 1959 |

| Name | Position | Appointed |
|-------------------------------|--|-----------|
| Robert E. McDonald | Arithmetic, Asst. Coach, Junior High School Football | 1960 |
| **W. Barry McNiff | French, Latin | 1960 |
| Theodore C. Meinelt | Art | 1959 |
| †Richard P. Merrill | Languages | 1960 |
| Allison Parker | Spanish | 1959 |
| Robert W. Parker | Industrial Arts, Director of Driver Education | 1959 |
| *Richard W. Pavesi | Industrial Arts, Mechanical Drawing, Shop Mathematics | 1959 |
| §Gerald Plumley | Physical Education, Coach of Junior High Boys' Sports | 1959 |
| *Lionel J. Poulin | Geometry, Analytic Geometry, Trigonometry | 1959 |
| Nathan Purpel | Boys' Counselor - Grades 9-12 | 1959 |
| Walter C. Roberts | Mathematics, Coach of Football and Baseball | 1959 |
| Mary M. Rowell | Science | 1959 |
| John P. Sangermano | Biology | 1960 |
| Dorothy E. Senecal | U. S. History, Girls' Counselor - Grades 9-12 | 1960 |
| Herbert E. Silander | Special Education, Coach, Basketball and Cross Country | 1959 |
| *William R. Stanton | Business Education, Personal Typing | 1959 |
| Jacquelynn M. Stephanian | English, Remedial Reading | 1959 |
| *Louise O. C. Swenson | Chemistry | 1959 |
| Lillian L. Taylor | Arithmetic | 1959 |
| Blanche D. Varney | Bookkeeping, Typing Introduction to Business | 1959 |
| *William J. Vaughn, Jr. | Social Studies, Problems of Democracy | 1959 |
| Carolyn D. Vaux | English | 1959 |
| *Mary Ellen Whearty | Advanced Clothing, Homemaking, House Planning | 1959 |
| Thomas W. Wight | Physics, Physical Science | 1959 |
| *Richard P. Zollo | English | 1959 |
| *Department Chairman | | |
| **Acting Department Chairman | | |
| §On Military Leave of Absence | | |
| | †Deceased - December 1, 1961 | |
| | ‡On Leave of Absence | |

Masconomet Regional High School — Boxford, Massachusetts
CHANGES IN PERSONNEL — 1961

Teachers Appointed

| Name | Position | Education | Prev. Exp. Years |
|-------------------------|---|---|---------------------|
| Corridon F. Trask, Jr. | Principal | Keene, N.H. Teachers - B.Ed. Boston University - M. Ed. | 10 |
| Richard M. Boysen | Social Studies - Boys' Counselor, Grades 7 and 8 | Boston University - B.S. | 2 |
| Anne L. Ericson | English | Boston University - B.A. | 1 |
| Darrell R. Ferguson | Grade 7 and 8 Geography, Economic Geography | University of Idaho - B.S. | 0 |
| William Ganter | Biology, Applied Chemistry | Boston University - A.A. and B.S. | 1 |
| Ann M. Gibbons | French, Spanish | Emmanuel - A.B. | 0 |
| Lawrence R. Godtfredsen | Social Studies | City College, San Francisco - A.A. University of California and University of N.H. - AB. and M.A. | |
| Elisabeth M. Kenosian | Social Studies | Boston University - A.B. and M.A. | 2 |
| Joseph Lyons | Social Studies - English | Salem Teachers' College - B.S. & M.Ed. | 4 |
| Joyce Mastroianni | Science - Arithmetic | Anna Maria College - A.B. | 1 |
| Daniel J. Ruggiero | Social Studies - English | Northeastern University - B.S. | 2 |
| James W. Russell | English | Boston College - B.S. | 0 |
| Jeannette F. Scholer | English - Speech | Wheaton College (Ill.) - B.A. | 1 |
| Thomas B. Snelson | Physical Education - Boys | Springfield College - B.S. | 0 |
| Annette M. Turla | Science - Mathematics | Salem Teachers' College - B.S. Boston College - M.Ed. | 2 |
| Frank M. Vana | Social Studies | Bates College - A.B. | 0 |
| Donald G. VanPelt | Mathematics | Plymouth, N.H. Teachers' College | 0 |

RESIGNATIONS**Teachers**

| | |
|----------------------|---|
| Luther A. Howard | To accept position in Greenwich, Connecticut |
| Milton C. Burton | To accept position in West Newbury, Massachusetts |
| Benjamin Davenport | To accept position in Greenwich, Connecticut |
| Rachel G. Fuchs | To accept position at M.I.T. |
| John L. George | To accept position at Salem State College |
| Laura S. Halford | Moved from State |
| Edwin M. Leach | To accept position in Cohasset, Massachusetts |
| William D. MacLeod | Illness |
| Richard H. Mansfield | To accept position in Greenwich, Connecticut |
| Richard E. Pearson | To continue education |
| Dudley W. Wiegand | To accept position in Swampscott, Massachusetts |

Other Staff Members

| | |
|------------------|---|
| Marion C. Seaver | To accept position in Hamilton, Massachusetts |
|------------------|---|

SECRETARIAL PERSONNEL

| | |
|----------------------|---|
| Grace B. Lynch | Secretary to High School Principal |
| Marquerite F. Wallen | Clerk, Switchboard Operator |
| Priscilla H. Castle | Secretary, Guidance Office |
| Minnie C. Waitt | Secretary - Accompanist in Music Department (Part-time) |

CUSTODIAL STAFF

Superintendent of Building and Grounds

Charles R. Denault
Nathan A. Hayward, Jr.
Herbert W. Leighton
Carl W. Pratt
Herbert Fieldhouse
Edward Faucher
Priscilla C. Killam
Waneta Stevens

Part-time
Matron (On leave of absence until March 5, 1962)
Matron (temporary)

CAFETERIA STAFF

Marjory Locke, Manager

| | | | |
|--------------------|-------------|-----------------------------|-------------|
| Olga Asbjornson | (Full-time) | Doreen Balentine | (Part-time) |
| Dorothy Bailey | " | Ruth Douglas | " |
| Theresa Cardelli | " | Jane Harris | " |
| Jean Caso | " | Marie Hoffman | " |
| Amy Ross | " | Helen Gaskell | " |
| Priscilla Saunders | " | Olympe Farrell | " |
| | | Mary Wetherbee, (Part-time) | |

Student Activity Fund — Consolidated Financial Statement

For Period January 1, 1961 through December 31, 1961

| Organization or Activity | Balance 1/1/61 | Receipts | Expendi- tures | Balance 12/31/61 |
|--------------------------|-------------------|------------------|-------------------|---------------------|
| Accommodation Fund | 10.04 | 2,001.23 | 2,011.27 | |
| "Best From Masconomet" | | 207.41 | 154.72 | 52.69 |
| Book Fair | | 466.66 | 378.36 | 88.30 |
| Book Store | -340.00 | 889.22 | 594.95 | -45.73 |
| Class of 1960 | 120.91 | | 2.03 | 118.88 |
| Class of 1961 | 375.51 | 1,098.46 | 1,440.59 | 33.38 |
| Class of 1962 | 332.61 | 1,241.73 | 962.29 | 612.05 |
| Class of 1963 | 334.27 | 522.07 | 293.87 | 562.47 |
| Class of 1964 | 28.91 | 334.10 | 228.26 | 134.75 |
| Class of 1965 | 19.56 | 73.69 | 19.72 | 73.53 |
| Class of 1966 | | 58.35 | 11.85 | 46.50 |
| Drama Club | 14.86 | 36.89 | 20.51 | 31.24 |
| Foreign Student Fund | | 57.50 | | 57.50 |
| General Fund | 159.65 | 240.73 | 134.33 | 266.05 |
| "Kaleidoscope" | | | 15.00 | -15.00 |
| Loquacious Linguists | 8.80 | 89.00 | 68.03 | 29.77 |
| Music - Deposits | 135.00 | 140.00 | 122.50 | 152.50 |
| Music - Rentals | 183.27 | 270.00 | 144.69 | 308.58 |
| Music - Reeds | 12.00 | 54.00 | 34.26 | 31.74 |
| Music - General | 100.48 | 337.50 | 391.12 | 46.86 |
| Music - Uniforms | 400.00 | | 400.00 | |
| "Pirates of Penzance" | | 609.52 | 609.52 | |
| "Gondoliers" | | | 82.44 | -82.44 |
| National Honor Society | 60.27 | 96.21 | 106.89 | 49.59 |
| "Charley's Aunt" | 305.00 | | 305.00 | |
| "Diary of Anne Frank" | | 450.99 | 277.85 | 173.14 |
| Regional Review | 348.88 | 1,004.77 | 1,079.95 | 273.70 |
| Sanitary Napkins | 39.14 | 92.00 | 101.35 | 29.61 |
| Science Club | 3.66 | | | 3.66 |
| Student Council | 5.72 | 44.50 | 45.03 | 5.19 |
| Yearbook - 1961 | 658.52 | 1,767.98 | 2,426.50 | |
| Yearbook - 1962 | | 500.00 | 10.15 | 489.85 |
| Yearbook Reserve | 74.08 | 311.94 | | 386.02 |
| Totals | 3,391.14 | 12,996.45 | 12,473.21 | 3,914.38 |

DISTRIBUTION OF ASSETS

| | |
|--|----------|
| Arlington Trust Company, Middleton, Checking Account | 3,977.41 |
| Outstanding Checks | - 312.42 |
| Deposits Not Credited | + 249.39 |
| | <hr/> |
| Total | 3,914.38 |
| | <hr/> |

Respectfully submitted,

WILLIAM R. STANTON

Treasurer

TREASURER'S REPORT

July 24, 1961

Mr. Julius H. Mueller, Superintendent
Masconomet Regional High School
Boxford, Massachusetts

Dear Sir:

I have made an examination of the books and records of the Student Activity Fund of the Masconomet Regional High School as of June 30, 1961.

Cash representing the individual student funds totalled \$2,693.17. This money is on deposit at the Arlington Trust Company, Lawrence, Massachusetts and an examination of the bank reconciliation was made reflecting this total amount on deposit as of June 30, 1961.

My examination revealed that all receipts to student activity funds are receipted for in writing by the Treasurer and that all disbursements are authorized by student treasurer with the written approval of a faculty advisor and the Assistant Principal. All checks are signed by the Assistant Principal - Mr. R. C. Dresser.

My examination of the system of controls and bookkeeping records revealed, in my opinion, an excellent job on the part of Mr. Stanton, the Treasurer.

Very truly yours,

Francis F. Perry /s/

Francis F. Perry

Treasurer

Athletic Revolving Fund 1961

| | | |
|--|----------|----------|
| Balance - January 1, 1961 | | 2,680.42 |
| Receipts | | |
| 1961 Appropriation | | |
| Football | 1,313.75 | |
| Basketball (boys) | 860.95 | |
| Baseball | 12.00 | |
| Tennis League | 50.00 | |
| Track League | 25.00 | |
| Schedule Sponors | 63.10 | |
| Cash on Hand (deposited) | 38.51 | 2,363.41 |
| | | <hr/> |
| Total | | 5,043.73 |
| Disbursements | | |
| Football | 316.25 | |
| Basketball (boys) | 362.55 | |
| Baseball | 6.80 | |
| Tennis | 65.90 | |
| Track | 39.00 | |
| Softball | 12.60 | |
| Field Hockey | 10.40 | |
| Basketball (girls) | 10.40 | |
| Awards | 389.86 | |
| Schedules | 80.40 | |
| Football (film and processing) | 219.57 | |
| Misc. (dues, insurance, travel, postage, etc.) | 85.00 | |
| Petty Cash Advance | 125.00 | 1,723.73 |
| | | <hr/> |
| Balance - December 31, 1961 | | 3,320.00 |

Driver Education Fund

As of December 31, 1961

| | |
|-----------------------------|----------|
| Balance - January 1, 1961 | 90.01 |
| Receipts | |
| Student Fees | 1,460.00 |
| | <hr/> |
| Total | 1,550.01 |
| Expenditures | |
| Instructional Salaries | 1,430.02 |
| Balance - December 31, 1961 | 119.99 |

Public Law 864

As of December 31, 1961

| | | |
|---------------------------------------|----------|----------|
| Balance - January 1, 1961 | | 1,300.50 |
| Receipts | | |
| Guidance Service, 1960-61 School Year | 1,406.10 | |
| Guidance Service, 1961-62 School Year | 612.60 | |
| Reimbursement NDEA on account | | |
| Science Project | 2,702.29 | 4,720.99 |
| Total | | 6,021.49 |
| Expenditures | | |
| Transferred to Public Law 874 | | 4,063.58 |
| | | 1,957.91 |

Public Law 874

As of December 31, 1961

| | | |
|---------------------------------|----------|-----------|
| Balance - January 1, 1961 | | 2,565.41 |
| Receipts | | |
| Federal Government | 9,218.00 | |
| Transferred from Public Law 864 | 4,063.58 | 13,281.58 |
| Total | | 15,846.99 |
| Expenditures | | |
| Project #1085 Science | 4,864.27 | |
| Englehardt Survey | 5,000.00 | |
| Band Uniforms | 2,162.55 | 12,026.82 |
| Balance - December 31, 1961 | | 3,820.17 |

Masconomet Regional High School Cafeteria BALANCE SHEET

Assets

| | | |
|-----------------------|--|----------|
| Petty Cash | | 55.00 |
| Accounts Receivable * | | 2,552.19 |
| Inventory at Cost | | 2,447.91 |
| | | <hr/> |
| | | 5,055.10 |
| | | <hr/> |

Liabilities and Net Worth

| | | | |
|-----------------------------|----------|------------|----------|
| Liabilities | | | |
| Accounts Payable | | 3,482.18 | |
| Cash Overdraft | | 1,211.30 | 4,693.57 |
| | | <hr/> | |
| Net Worth | | | |
| 1959 District Appropriation | | 2,500.00 | |
| Deficit 1/1/61 | 1,128.43 | | |
| Add Deficit | | | |
| 1/1/61 - 12/31/61 | 1,010.04 | (2,138.47) | 361.53 |
| | <hr/> | <hr/> | <hr/> |
| | | | 5,055.10 |
| | | | <hr/> |

Statement of Profit and Loss 1/1/61 — 12/31/61

| | | | |
|-------------------------------|--|-----------|-----------|
| Income | | | |
| Sales | | 43,832.46 | |
| USDA | | 12,306.33 | |
| Other | | 1,136.40 | 57,275.19 |
| | | <hr/> | |
| Cost of Sales | | | |
| Inventory 1/1/61 | | 2,071.23 | |
| Food Purchases | | 37,654.79 | |
| | | <hr/> | |
| Total Food Available for Sale | | 39,726.02 | |
| Less Inventory 12/31/61 | | 2,447.91 | 37,278.11 |
| | | <hr/> | <hr/> |
| Gross Profit on Sales | | | 19,997.08 |

| | | |
|----------------------------|-----------|-----------|
| Operating Expenses | | |
| Wages - Adults | 15,760.47 | |
| Wages - Students | 414.90 | |
| Supplies | 2,458.22 | |
| Equipment | 1,951.83 | |
| Free Lunches | 421.60 | 21,007.12 |
| | | <hr/> |
| Net Loss 1/1/61 - 12/31/61 | | 1,010.04 |

*Federal Reimbursement claims for November and December due
Statistics on the Operation January 1 through December 31, 1961

| | |
|-----------------------------------|---------|
| Number of days Cafeteria Operated | 177 |
| Number of Student Lunches served | 127,644 |
| Percentage Participation (ADA) | 80.88% |
| Number of Student Free Lunches | 2,635 |
| Number of Student Milk Served | 14,761 |
| Percentage Participation (ADA) | 13.25% |
| Number of Workers (full time) | 6 |
| Number of Workers (part time) | 7 |
| Number of Student Workers | 6 |

1962 Budget

| Budget 1961 | | Budget 1962 |
|-------------|-----------------------------------|-------------|
| 25,606.00 | General Control | 29,475.00 |
| 428,826.00 | Expense of Instruction | 482,641.00 |
| 48,724.00 | Expense of Operating School Plant | 49,927.00 |
| 14,665.00 | Maintenance and Repairs | 15,894.00 |
| 87,851.00 | Auxiliary Agencies | 118,621.00 |
| 8,750.00 | Other Expense | 8,850.00 |
| 8,911.00 | Capital Outlay | 12,888.00 |
| | | <hr/> |
| 623,333.00 | | 718,296.00 |

Estimated Receipts

| | | |
|-----------|---|-----------|
| 54,507.00 | State Reimbursement Transportation, Chapter 71 | 63,321.00 |
| 3,860.00 | Summer School Tuition | 3,600.00 |
| 1,800.00 | Evening Use of School Building, Misc. Receipts | 2,400.00 |
| 19,000.00 | Unexpended 1961 Operational Funds | 22,000.00 |
| | Special Education, Chapter 71, Section 46E | 3,800.00 |
| | Home-School Telephone, Chapter 71, Section 46A | 200.00 |
| | | <hr/> |
| 79,167.00 | Total Estimated Receipts | 95,321.00 |

| | | |
|------------|---|------------|
| 78,333.00 | Portion of Estimated Receipts to Apply Toward Budget | 63,321.00 |
| 545,000.00 | Net Operating Budget Apportionable To Member Towns | 654,975.00 |
| | Net Increase 1962 Budget Over 1961 Budget | 109,975.00 |

Calculation of apportionment of operating expenses to each member town based on their respective pupil enrollments in the Regional School, as of October 1, 1961.

| Member Town | Enrollment Grs. 7-12 | Percent of Total | Net Total 1962 Operating Costs | Member Town's Share |
|-----------------|-------------------------|---------------------|---|---------------------------|
| Boxford | 249 | 24.36 | \$654,975.00 | \$159,551.91 |
| Middleton | 334 | 32.68 | 654,975.00 | 214,045.83 |
| Topsfield | 439 | 42.96 | 654,975.00 | 281,377.26 |
| | 1,022 | 100.00 | \$654,975.00 | \$654,975.00 |

Capital Costs

| 1961 | | 1962 |
|------------|--------------------------------------|------------|
| 115,000.00 | Principal Repayment | 115,000.00 |
| 58,875.00 | Interest | 55,425.00 |
| 173,875.00 | Total Debt Retirement | 170,425.00 |
| 72,150.00 | State Construction Aid Reimbursement | 72,150.00 |
| 101,725.00 | Net Capital Costs | 98,275.00 |

Capital Costs under the terms of the original agreement, as amended by action of the member towns in 1961, are apportioned to member towns on the same percentage basis as are operating costs.

| Member Town | Percentage Basis | Net Capital Cost 1962 | Member Town's Share |
|-----------------|---------------------|-----------------------------|---------------------------|
| Boxford | 24.36 | 98,275.00 | 23,939.79 |
| Middleton | 32.68 | 98,275.00 | 32,116.27 |
| Topsfield | 42.96 | 98,275.00 | 42,218.94 |
| | 100.00 | 98,275.00 | 98,275.00 |

SUMMARY 1962 ASSESSMENTS

| Town | Operating | Debt Service | Total |
|--------------------------|------------|--------------|------------|
| Boxford | 159,551.91 | 23,939.79 | 183,491.70 |
| Middleton | 214,045.83 | 32,116.27 | 246,162.10 |
| Topsfield | 281,377.26 | 42,218.94 | 323,596.20 |
| Total Operating | 654,975.00 | | |
| Total Debt Service | | 98,275.00 | |
| Grand Total | | | 753,250.00 |

Receipts To School District During 1961

| Source | Amount |
|---|--------------|
| Town Assessments | |
| Boxford | \$159,280.05 |
| Middleton | 222,353.05 |
| Topsfield | 265,091.90 |
| Commonwealth of Massachusetts | |
| State Construction Aid Grant | 72,150.37 |
| Transportation Reimbursement | |
| under Chapter 71, General Laws | 55,923.07 |
| Summer School Tuitions | 3,461.00 |
| Special Education Reimbursement | |
| Chapter 71, General Laws | 296.04 |
| Repayment by Cafeteria of Advance | |
| for Equipment Purchase | 689.31 |
| Rental of School Property | 980.00 |
| Received Toward Payment of 1961 Taxes | |
| on Killam Property | 317.25 |
| Refunds Due to Claims and Overpayments | 510.19 |
| Employer's Compensation State Withholding Tax | 69.61 |
| Miscellaneous (lost textbooks, student | |
| projects, telephone, postage, library | |
| finer, etc.) | 1,505.91 |
| Total Receipts | \$782,627.75 |

MASCONOMET REGIONAL SCHOOL DISTRICT

Boxford, Massachusetts

Statement of Operating Expenses For Year Ending December 31, 1961

| Item | 1961 Budget | Expended 1961 | Balance Over (Under) |
|--|------------------|------------------|----------------------------|
| GENERAL CONTROL | | | |
| 1 Salary of Superintendent | 11,980.00 | 11,979.19 | .81 |
| 2 Travel Expense, Superintendent | 300.00 | 177.80 | 122.20 |
| 3 Treasurer's Salary | 480.00 | 480.00 | |
| 4 Clerical Service | 8,410.00 | 8,873.76 | (463.76) |
| 5 Attendance Officer | 300.00 | 300.00 | |
| 6 Other Expense | 4,136.00 | 2,982.90 | 1,153.10 |
| | <hr/> 25,606.00 | <hr/> 24,793.65 | <hr/> 812.35 |
| EXPENSE OF INSTRUCTION | | | |
| 7 Teachers' Salaries | 383,456.00 | 378,859.30 | 4,596.70 |
| 8 Expense of School Office | 11,846.00 | 12,163.18 | (317.18) |
| 9 Textbooks and Films | 10,107.00 | 7,585.59 | 2,521.41 |
| 10 Supplies - Instructional | 22,417.00 | 19,968.16 | 2,448.84 |
| 11 Handwriting | 1,000.00 | 1,000.00 | |
| | <hr/> 428,826.00 | <hr/> 419,576.23 | <hr/> 9,249.77 |
| EXPENSE OF OPERATING SCHOOL PLANT | | | |
| 12 Custodians' Salaries | 25,318.00 | 23,276.40 | 2,041.60 |
| 13 Fuel | 7,580.00 | 5,701.70 | 1,878.30 |
| 14 Miscellaneous of Operation | 15,826.00 | 14,616.91 | 1,209.09 |
| | <hr/> 48,724.00 | <hr/> 43,595.01 | <hr/> 5,128.99 |
| MAINTENANCE AND REPAIRS | | | |
| 15 Maintenance and Repairs | 14,665.00 | 10,509.20 | 4,155.80 |

AUXILIARY AGENCIES

| | | | | |
|----|-------------------------------------|-----------|-----------|----------|
| 16 | Transportation | 62,815.00 | 62,249.32 | 565.68 |
| 17 | Library | 4,752.00 | 4,207.95 | 544.05 |
| 18 | Promotion of Health | 6,034.00 | 6,091.95 | (57.95) |
| 19 | Physical Education and Athletics | 4,482.00 | 4,346.65 | 135.35 |
| 20 | Miscellaneous | 9,768.00 | 9,662.01 | 105.99 |
| | | <hr/> | <hr/> | <hr/> |
| | | 87,851.00 | 86,557.88 | 1,293.12 |

OTHER EXPENSE

| | | | | |
|----|--------------------------------|----------|----------|----------|
| 21 | Out Of State Travel | 1,150.00 | 827.68 | 322.33 |
| 22 | Evening Use of School Building | 600.00 | 621.25 | (21.25) |
| 23 | Summer School | 7,000.00 | 5,483.80 | 1,516.20 |
| | | <hr/> | <hr/> | <hr/> |
| | | 8,750.00 | 6,932.73 | 1,817.27 |

CAPITAL OUTLAY

| | | | | |
|--------------------------------|----------------|------------|------------|-----------|
| 24 | Capital Outlay | 8,911.00 | 6,892.43 | 2,018.57 |
| | | <hr/> | <hr/> | <hr/> |
| TOTAL | | 623,333.00 | 598,857.13 | 24,475.87 |
| Balance December 31, 1961 | | | | |
| Transferred to Surplus Revenue | | | | 24,475.87 |

MASCONOMET REGIONAL SCHOOL DISTRICT

Balance Sheet — December 31, 1961

GENERAL ACCOUNTS

ASSETS

CASH

General 75,883.15
Advance For Petty Cash 205.00

1,858.61

OVERDRAWN ACCOUNTS

Lunch

1,211.39

REVOLVING FUNDS

Athletic 3,320.00
Driver Education 119.99
Public Law #864 1,957.91
Public Law #874 3,820.17

9,218.07

APPROPRIATION BALANCES

Non-Revenue -
School Construction - 1958 21,566.42
Reserve For Petty Cash Advances 205.00
Surplus Revenue 44,451.44

77,299.54

77,299.54

DEBT ACCOUNTS

Serial Loan -

Net Funded Or Fixed Debt

1,905,000.00

School Construction - 1958

1,905,000.00

/s/ FRANCIS F. PERRY

District Treasurer

The Commonwealth of Massachusetts
Department of Corporations and Taxation
Bureau of Accounts

State House, Boston 33

Guy J. Rizzotto
Commissioner

Herman B. Dine
Director of Accounts

July 28, 1961

Masconomet Regional District School Committee
Topsfield, Massachusetts
Gentlemen:

I submit herewith my report of an audit of the books and accounts of the Masconomet Regional School District for the period from January 1, 1960 to April 15, 1961, made in accordance with the provisions of Chapter 44, General Laws. This is in the form of a report made to me by Mr. William Schwartz, Assistant Director of Accounts.

Very truly yours,

/s/HERMAN B. DINE

Director of Accounts

Balance Sheet — April 15, 1961

GENERAL ACCOUNTS

| ASSETS | | LIABILITIES AND RESERVES | |
|---------------------|----------------|-----------------------------------|----------------|
| Cash: | | Employees' Payroll Deductions: | \$ 1,445.74 |
| General | \$ 136,251.50 | State Taxes | |
| Advances for Petty: | | Federal Grants: | |
| Superintendent | \$ 25.00 | Public Law #864 - | |
| Lunch Program | 55.00 | National Defense Act | 1,929.69 |
| | | Revolving Funds: | |
| | 80.00 | Lunch Program | \$ 4,413.57 |
| | | Athletic Activities | 3,035.18 |
| Assessments: | | | |
| Town of Boxford | \$ 119,460.00 | Agency Accounts | |
| Town of Middleton | 166,764.79 | Driver Education | 231.16 |
| Town of Topsfield | 198,819.15 | Music | 491.50 |
| | 485,043.94 | | 722.66 |
| Estimated Receipts | | Appropriation Balances: | |
| to be collected | 634,440.82 | Revenue: | |
| | | General | \$ 651,149.57 |
| | | Non-Revenue: | |
| | | School Construction | 22,572.92 |
| | | | 673,722.49 |
| | | Revenue Reserved Until Collected: | |
| | | Town Assessment | 485,043.94 |
| | | Reserve for Petty Cash Advances | 80.00 |
| | | Surplus Revenue | 85,422.99 |
| | | | <hr/> |
| | \$1,255,816.26 | | \$1,255,816.26 |

DEBT ACCOUNTS

| | | |
|--------------------------|----------------------------|----------------|
| Net Funded or Fixed Debt | Serial Loan: | |
| | School Construction - 1968 | \$2,020,000.00 |
| | | <hr/> |

/s/WILLIAM SCHWARTZ
Assistant Director of Accounts

PART II

[illegible]

INDEX (Continued)

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